

Building, Zoning and Code Compliance Department

Mission Statement

The mission of the Building, Zoning & Code Compliance Department is to ensure the safe and stable design, methods of construction, standards of workmanship and use of proper material in buildings/structures erected or altered. The department also assists residents in complying with the city code of ordinances.

Building, Zoning & Code Compliance

The department is the combined functions of Building, Zoning & Code Compliance.

The responsibilities of Building include receiving permit applications, plans and miscellaneous documentation for review and processing requests for building permits. Plans are reviewed for standards, provisions and requirements for safe and stable designs, methods and uses of construction, standards for workmanship and uses of materials. They are also checked for compliance with standards for building materials used in buildings and/or structures hereafter erected, constructed, enlarged, repaired, moved, or otherwise altered or demolished in accordance with the Florida Building Code, as amended from time to time.

The department is responsible for the review of properties, residential and commercial, ensuring activities are in compliance with the City's Code of Ordinances pertaining to zoning regulations.

The department, through Code Compliance, promotes, protects and improves the safety and welfare of the citizens of Miami Springs by assisting property owners and residents in complying with the City of Miami Springs Code of Ordinances.

Goals

Contact at least 10% of the number of customers who visit the Department daily to check on customer service and satisfaction.

Perform a final inspection on all permits issued and close them within 6 months of the issue date.

Collect appropriate fees and issue renewal Occupational Licenses for all licensed businesses in the City, with all licenses renewed no later than January 31, 2007.

Close all Code Compliance cases within 3 months of initial contact.

To re-structure the Code Compliance division to further enhance conformity to set standards and provide daily supervisory capacity to the Department.

Building, Zoning & Code Compliance

Objectives

To constantly improve customer service by soliciting feedback from at least 10% of our customers and using that feedback as a basis for ongoing departmental improvement.

To insure that 90% of all Building Permits are processed and handled in a timely manner, thus avoiding a backlog of open permits and the possibility of work being completed without proper inspections.

Maintain 100% all business locations within the City up to date with all required Occupational Licenses. Prevent business locations from operating without a license by failing to renew their license within the deadline specified.

To prevent a backlog of open Code Compliance Cases by staying on track for 90% of the cases with the Departmental timetable for each step in the Code Compliance process.

Reduce total sick days used within the department by 10% from the number used in FY 05/06.

2005-06 Accomplishments

- Improved customer service at the front counter by dramatically improving the turn around time for permitting.
- Continued to provide a high level of service in permitting despite the dramatic rise in volume at the front counter and the resultant manpower shortage.
- Increased the number of on line Building and Zoning forms available to customers, thereby advancing the movement to electronic processing.
- Reduced Code Compliance cases presented to the Code Enforcement Board, so that the Monthly meeting was cancelled more than 50% of the months during the year.

Building, Zoning & Code Compliance

FY 2006-07 Budget Highlights

- In spite of the dramatic increase in Building Dept. customer contacts (as evidenced by the daily counter and phone logs and significant increase in revenues (no rate increases), the requested budget numbers reflect a year over year increase of only 9%, from \$504,238 budgeted in FY 05/06 to the current request of \$549,166 a net increase of \$44,928. Eighty one percent of the increase came from salaries (\$36,222). Of that amount, 58% was for the addition of the clerical assistant mentioned above (\$21,000) and the balance was for COLA, merit increases and longevity. A marginal amount was for re-structuring of the Department, reducing one Code Compliance Officer and adding a Building and Zoning Office Manager. These two changes virtually offset each other with a minimal salary adjustment. The other 19% of the overall increase was from new equipment purchases needed to improve customer service and nominal increases in the rest of the line items due to the increased business flow in the department.
- Salaries include a 3.7% cost of living (COLA) increase for all general employees.
- Based on the actuarial reports, the City's pension contribution for FY 06-07 increased to 6% of covered compared to 3.81% in FY 05-06.
- Health insurance costs are projected to increase by 14%.
- Workmen's compensation and liability insurances have increased by 30% and 21%, respectively.
- Salaries also include the addition of one full time clerical assistant to provide needed support for the Admin staff.
- The department is requesting \$1,700 in computer equipment to cover a new laptop computer for one of the Code Compliance Officers and the ancillary support costs associated with them (cellular service for the wireless network, etc.). This improvement allows the Officers to spend more time on the road and access City records from their vehicles (much as the Police Department has done for years) without needing to call in and disrupt the office staff with looking up data for them. There is also a plan to switch the wireless service to a better company which has increased speed capacity for Internet applications.

Because of the significant increase in revenues, the Building Dept revenues continue to more than offset the proposed Building Department budget increases.

CITY OF MIAMI SPRINGS
B&Z/CODE COMPLIANCE BUDGET
FISCAL YEAR ENDED 9/30/07

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2003-04 ACTUALS	FY2004-05 ACTUALS	FY2005-06 AMENDED BUDGET	YTD ACTUALS AS OF 6/30/06	YTD FY2005-06 PROJECTED	Departmental Budget Request
B&Z/CODE COMPLIANCE							
001-2401-524.12-00	REGULAR SALARIES	171,204	176,737	194,715	142,768	190,357	230,937
001-2401-524.13-00	PART TIME YEAR ROUND	16,008	33,094	85,000	78,417	104,556	80,000
001-2401-524.14-00	OVERTIME	676	903	650	3,373	4,497	5,000
001-2401-524.15-00	INSPECTOR PAY	-	-	-	2,405	3,207	25,000
001-2401-524.21-00	FICA TAXES	15,071	15,652	19,596	16,986	22,648	26,082
001-2401-524.22-01	GENERAL EMPLOYEES RET SYS	2,893	4,291	7,419	5,246	6,995	12,499
001-2401-524.23-01	POS, EMPLOYEE ONLY	3,917	2,317	3,600	60	80	150
001-2401-524.23-04	HMO, EMPLOYEE ONLY	3,533	6,237	5,377	2,605	3,473	4,500
001-2401-524.23-05	HMO, EMPLOYEE +1	4,426	4,895	5,300	3,769	5,025	5,500
001-2401-524.23-06	HMO, FAMILY	4,864	5,811	5,783	8,721	11,628	13,915
001-2401-524.23-07	LIFE/AD&D	855	894	1,177	723	964	1,200
001-2401-524.23-08	DENTAL-ORAL HEALTH SVCS	358	383	403	102	136	179
001-2401-524.23-09	VSP-VISION SERVICE PLAN	144	157	160	77	103	100
001-2401-524.23-10	DENTAL- OHS - DUAL	159	161	150	232	309	350
001-2401-524.23-11	DENTAL - OHS - FAMILY	186	204	200	296	395	350
001-2401-524.23-12	VSP - VISION - FAMILY	169	182	167	204	272	292
	Total Medical Insurance	18,611	21,241	22,317	16,789	22,385	26,536
001-2401-524.24-00	WORKER'S COMPENSATION	2,191	12,036	11,584	13,196	17,595	15,876
	PROFESSIONAL SERVICES	8,919	-	-	-	-	-
001-2401-524.34-00	OTHER CONTRACTUAL SERVICE	119,100	104,846	111,601	65,936	87,915	72,500
001-2401-524.34-09	CONTRACTUAL SERV - OTHER	380	76	-	-	-	-
001-2401-524.40-00	TRAVEL AND PER DIEM	236	420	1,500	1,350	1,800	1,575
001-2401-524.41-01	TELEPHONE	16,838	6,659	8,810	4,227	5,636	5,666
001-2401-524.41-02	CELLULAR TELEPHONE	282	2,480	3,846	1,383	1,844	2,220
001-2401-524.41-03	POSTAGE	-	2,009	2,651	1,569	2,092	1,954
001-2401-524.41-06	INTERNET ACCESS	-	836	1,070	453	604	781
001-2401-524.44-00	RENTALS AND LEASES	925	1,542	1,936	1,409	1,879	2,033
001-2401-524.45-10	FLEET MAINTENANCE	3,097	4,703	6,400	5,416	7,221	6,720
001-2401-524.45-30	LIABILITY INSURANCES	6,986	9,936	10,256	7,695	10,260	12,876
001-2401-524.47-00	PRINTING AND BINDING	611	833	500	150	200	525
001-2401-524.51-00	OFFICE SUPPLIES	-	2,678	2,787	2,092	2,789	2,926
001-2401-524.52-00	OPERATING SUPPLIES	2,805	4,518	2,400	1,940	2,587	3,500
001-2401-524.52-02	FUEL, OILS, LUBRICANTS	1,489	2,318	2,850	2,474	3,299	2,993
001-2401-524.52-03	UNIFORMS	-	1,584	2,400	50	67	2,520
001-2401-524.52-07	TIRES	-	-	-	134	179	-
001-2401-524.54-00	DUES, MEMBERSHIPS, SUBS	84	-	350	40	53	368
001-2401-524.58-00	EDUCATION AND TRAINING	3,802	255	1,600	110	147	1,680
001-2401-524.64-00	MACHINERY AND EQUIPMENT	-	1,398	2,000	-	-	6,399
** B&Z/CODE COMPLIANCE		392,208	411,045	504,238	375,608	500,811	549,166

Prepared: 4/06, 11:40:49
Program: GM217L

City of Miami Springs
Budget Level Report

Page 2

Fiscal Year . . : 2006
Budget Level . . : BUDG
Description . . : DEPARTMENTAL INPUT

Account #	Description	Budget Amount	*----- Misc. Info -----*
			Text
1-2401-524-12-00	REGULAR SALARIES	230,937.00	00100 SALARY TOTAL. THIS LINE ITEM INCLUDES A REDUCTION 00200 OF ONE CODE COMPLIANCE OFFICER AND THE ADDITION 00300 OF ONE BUILDING AND ZONING-CODE COMPLIANCE 00400 DEPARTMENT SUPERVISOR. THERE IS NO NET INCREASE 00500 OF HEAD COUNT AS A RESULT OF THIS CHANGE AND A 00600 MODEST INCREASE IN COST (APPROXIMATELY \$6K) 00700 THIS LINE ALSO INCLUDES THE ADDITION OF ONE FULL 00800 TIME CLERICAL ASSISTANT TO ASIST IN PROVIDING 00900 NEEDED LEVEL OF SERVICE IN THE BUILDING DEPARTMENT 01000 \$230,937
1-2401-524-13-00	PART TIME YEAR ROUND	80,000.00	00100 THIS LINE ITEM IS FOR ONE PART TIME BUILDING 00200 OFFICIAL. \$80,000
1-2401-524-13-01	BUILDING INSPECTORS	25,000.00	00100 THIS LINE ITEM IS FOR PART TIME BUILDING 00200 INSPECTORS. IT SHOULD BE TOTALLED TOGETHER WITH 00300 BUDGET ACCOUNT 34-00 CONTRACTUAL SERVICES. THAT 00400 ITEM IS FOR INSPECTORS WHO ARE NOT EMPLOYEES, BUT 00500 ARE INDEPENDENT CONTRACTORS WITH THEIR OWN 00600 COMPANIES WHO WORK FOR THE CITY ON A CONTRACT 00700 BASIS. \$25,000
1-2401-524-14-00	OVERTIME	5,000.00	00100 THE SIGNIFICANT JUMP IN OVERTIME FROM PRIOR YEARS 00200 IS DUE TO TWO ISSUES. ONE IS A CHANGE FROM PAYING 00300 EMPLOYEES COMP TIME FOR OVERTIME WORK WHICH WAS 00400 DONE PREVIOUSLY. NOW THOSE EMPLOYEES ARE PAID 00500 STRICTLY ON AN OVERTIME BASIS. THIS WAS DONE ON 00600 THE ADVISEMENT OF HR DUE TO SOME LEGAL ISSUES WITH 00700 COMP TIME FOR HOURLY EMPLOYEES. THE SECOND ISSUE 00800 IS SHORT STAFFING AT THE FRONT COUNTER RESULTING 00900 IN EMPLOYEES HAVING TO WORK DAYS OFF AND EXTRA 01000 HOURS TO PROVIDE COVERAGE. \$5,000
1-2401-524-22-01	GENERAL EMPLOYEES RET SYS	12,499.00	
1-2401-524-23-01	POS, EMPLOYEE ONLY	150.00	
1-2401-524-23-04	HMO, EMPLOYEE ONLY	4,500.00	
1-2401-524-23-05	HMO, EMPLOYEE +1	5,500.00	
1-2401-524-23-06	HMO, FAMILY	13,915.00	
1-2401-524-23-07	LIFE/AD&D	1,200.00	
1-2401-524-23-08	DENTAL-ORAL HEALTH SVCS	179.00	
1-2401-524-23-09	VSP-VISION SERVICE PLAN	100.00	
1-2401-524-23-10	DENTAL- OHS - DUAL	350.00	
1-2401-524-23-11	DENTAL - OHS - FAMILY	350.00	
1-2401-524-23-12	VSP - VISION - FAMILY	292.00	
1-2401-524-24-00	WORKER'S COMPENSATION	15,876.00	
1-2401-524-34-00	OTHER CONTRACTUAL SERVICE	72,500.00	00100 THIS LINE ITEM IS FOR BUILDING INSPECTORS 00200 WHO WORK ON A CONTRACT BASIS AND ARE NOT 00300 EMPLOYEES OF THE CITY. THIS LINE SHOULD BE 00400 TOTALLED WITH 13-01 PART TIME BUILDING INSPECTORS 00500 TO GET THE TOTAL FOR THIS CATEGORY. \$72,500

Prepared: 4/06, 11:40:49
Program: Gvz17L

City of Miami Springs
Budget Level Report

Page 3

Fiscal Year . . : 2006
Budget Level . . : BUDG
Description . . : DEPARTMENTAL INPUT

Account #	Description	Budget Amount	*----- Misc. Info -----*
			Text
1-2401-524-40-00	TRAVEL AND PER DIEM	1,575.00	00100 TRAINING COSTS FOR CODE COMPLIANCE OFFICERS 00200 CERTIFICATION INCLUDING MEALS, TRAVEL, ETC. \$1,575
1-2401-524-41-01	TELEPHONE	5,666.00	00100 DEPARTMENTAL PHONE USAGE \$5,666
1-2401-524-41-02	CELLULAR TELEPHONE	2,220.00	00100 CELLULAR PHONES FOR THREE CODE COMPLIANCE OFFICERS 00200 AND ONE FOR MAIN OFFICE. \$2,220
1-2401-524-41-03	POSTAGE	1,954.00	00100 POSTAGE FEES FOR MAILING OF DEPARTMENTAL 00200 DOCUMENTS AND MATERIAL \$1,954
1-2401-524-41-06	INTERNET ACCESS	781.00	00100 INTERNET ACCESS FEES FOR OFFICE COMPUTERS \$781
1-2401-524-44-00	RENTALS AND LEASES	2,033.00	00100 TOSHIBA COPIER
1-2401-524-45-10	FLEET MAINTENANCE	6,720.00	00100 MAINTENANCE FEES FOR THREE CODE COMPLIANCE 00200 VEHICLES \$6,720
1-2401-524-45-30	LIABILITY INSURANCES	12,876.00	
1-2401-524-47-00	PRINTING AND BINDING	525.00	00100 PRINTING OF OFFICE DOCUMENTS & BUSINESS CARDS \$525
1-2401-524-51-00	OFFICE SUPPLIES	2,926.00	00100 OFFICE SUPPLIES FROM OFFICE DEPOT, INCLUDING PAPER 00200 PENS, AND NUMEROUS OTHER STANDARD OFFICE SUPPLY 00300 ITEMS \$2,926
1-2401-524-52-00	OPERATING SUPPLIES	3,500.00	00100 THIS ACCOUNT IS FOR MISCELLANEOUS OPERATING 00200 SUPPLIES, INCLUDING BUT NOT LIMITED TO DECALS 00300 FOR TEMPORARY BUILDING INSPECTOR'S CARS, PHONE 00400 ACCESORIES, CAR WASHES FOR CODE COMPLIANCE VEHS. 00500 KEYS, COMPUTER ACCESORIES, OFFICE TOOLS AND 00600 MATERIALS. \$3,500
1-2401-524-52-02	FUEL, OILS, LUBRICANTS	2,993.00	00100 FUEL, OIL AND OTHER MAINTENANCE FLUIDS FOR THREE 00200 CODE COMPLIANCE VEHICLES. \$2,993
1-2401-524-52-03	UNIFORMS	2,520.00	00100 UNIFORMS FOR THREE CODE COMPLIANCE OFFICER AND 00200 THREE ADMINISTRATIVE SUPPORT STAFF \$2,520
1-2401-524-54-00	DUES, MEMBERSHIPS, SUBS	368.00	00100 DUES FOR MEMBERSHIP IN VARIOUS BUILDING OFFICIAL 00200 ORGANIZATIONS AND MEMBERSHIP/SUBSCRIPTIONS 00300 PROFESSIONAL PUBLICATIONS. \$368
1-2401-524-58-00	EDUCATION AND TRAINING	1,680.00	00100 FEES FOR CLASSES TO CERTIFY THREE CODE COMPLIANCE 00200 OFFICERS. \$1,680
1-2401-524-64-00	MACHINERY AND EQUIPMENT	6,399.00	00100 STREET FILE ROLLING FILE CABINET-UNSURE OF VENDOR 00200 STREET FILES ARE OVERSTUFFED AND WE NEED AT LEAST 00300 1 ADDITIONAL FILE TO RELIEVE T/FILE CRAMPING-\$800 00400 4 DRAWER FILE CABINET-OCC LICENSE FILE DRAWERS 00500 ARE ALSO OVER FILLED AND NEW SPACE IS NEEDED AS 00600 LICENSES ARE ADDED \$160 00700 2 DRAWER LATERAL FILE 00800 THIS FILE CABINET IS NEEDED TO REPLACE ONE THAT IS 00900 DAMAGED \$299 01000 DATE/TIME STAMP MACHINE WIDMER T-LED-3 01100 OLD STAMP MACHINE IS OLD AND PRINT HEADS ARE WORN 01200 OUT. \$500

01300 ML OFFICE MATERIALS FOR CUSTOMERS AND EMPLOYEE
 01400 INCENTIVES \$690
 01500 FAX MACHINE
 01600 CURRENT FAX MACHINE HAS A WORN OUT DRUM AND THE
 01700 REPLACEMENT COST IS NOT WORTH IT FOR AN OLD
 01800 MACHINE \$200
 01900 COMPUTER LAPTOP FOR M. PARAGES
 02000 LAPTOP HAS NOT BEEN PURCHASED FROM THIS YEAR'S
 02100 BUDGET DUE TO PROBLEMS WITH ACCESS SPEED. THIS IS
 02200 BUDGETED IN ANTICIPATION OF FIXING THE SPEED
 02300 PROBLEM TO MAKE THE ON ROAD USE OF THE LAPTOP MORE
 02400 EFFICIENT \$1700
 02500 MNTHLY SVC FOR WIRELESS ACCESS FOR 2 LAPTOPS \$1700
 02600 COLOR LASER PRINTER
 02700 CURRENT PRINTER IS OVER 5 YRS OLD & VERY SLOW \$350
 02800 GRAND TOTAL \$6,399

* Total Accounts for this Budget Level

33

523,084.00

INFORMATION TECHNOLOGY

Mission Statement

The mission of the Information Technology Department is to provide technical support to all City Departments, enhance system security, provide training services to all users, and standardize computer related purchases in order to maximize efficiency, and to recommend future technological direction for the City.

Information Technology

Major Functions & Activities

The following is a list of the current applications/functions supported by the Information Technology Department

- Special Assessments
 - Research and pricing for specialty hardware/software as requested by Department Heads
 - Security Research as requested by Department Heads
- Personnel
 - Additions/modifications/removal of system accounts
 - Network resource permissions as detailed by Department Heads
- Police Department Network administration.
 - Server 2003 maintenance
 - System Backups
 - USA Dispatch software support
 - Network infrastructure and security
 - Electronic Mail – *moved to City Hall server this year
 - Help Desk
 - FCIC/FDLE Network
 - Imaging system
 - SNAP server support
 - Symantec Antivirus support
 - Telemetry Server backups and maintenance
- Building
 - Standard software support
 - H.T.E
 - Looking Glass
 - Qrep
- Permitting/Inspections
 - Standard software support
 - H.T.E
 - Looking Glass
 - Qrep
- Project Tracking Purchasing
 - Purchase recommendations for each department with standardized equipment.
 - Tracking database to record purchases and tasks
- Complaint Tracking
 - Recorded in IT tracking database
- Cashiering
 - H.T.E cashiering module
 - Ithaca receipt printers

Information Technology

Major Functions & Activities

- Commission Minutes Database
 - Conversion of meeting minutes into PDF format
 - Posting meeting minutes to City's website
- Document Management
 - Organization of documents and resources on file servers
 - Backup to tapes/disks of City's electronic documents
- Utility Billing
 - Support for Click2Gov web services
- Electronic Mail
 - Storage use of electronic mail database
 - Backup of all electronic mail to tape media
 - Weekly maintenance of electronic mail database
- Help Desk
 - Technical support for all City employees
 - Electronic Mail – Outlook 2000, 2002, 2003
 - Microsoft Word 2000,2002,2003 standard load on all computers
 - WordPerfect 10 on select computers throughout the City
 - Excel
 - PowerPoint
 - Access
 - JRE 1.4.2_08
 - H.T.E
 - Looking Glass
 - Cognos Impromptu – QREP
 - Network/Local printing
 - iSeries Navigator
 - Terminal printer setups/configuration for local H.T.E printing
- Internet/Intranet
 - Design and implementation of City's website
 - Design and programming of Task Tracking database
 - Design and development of City's Intranet (under development)
 - Configuration and maintenance of City's Cisco routers and firewall
- Network management - Configuration and maintenance of...
 - Exchange mail server
 - Domain controller / Global Catalog server
 - Web server
 - Active Directory
 - Group Policy Objects
 - Network Login / Logout Scripts
 - Backup system
 - DDC Climate Control System
 - Vermont Systems Golf Track

Information Technology

Major Functions & Activities

- Surveillance cameras
 - USA Software dispatch applications
 - MDT Mobile units for police department
 - SQL Server 2000
 - Cisco routers and PIX firewall security monitoring and updates
 - Watchguard Firebox monitoring and updates
 - 802.11 wifi networks
- Fuel System
 - Maintenance and support for Traks database in Public Works
 - Maintenance and support for import/export utilities for H.T.E
- Communications
 - Nextel Cell phone support and maintenance
 - Nortel office phone system support and maintenance

Goals

To recommend technology standards to all City departments.

To Execute the direction established by department heads as related to support and purchase of hardware, software, and networking equipment.

To provide the City employees proficient computer training, suitable computer hardware, sound advice and planning as to computer-related goals.

To deliver IT services efficiently and effectively by trained and courteous information service professionals. We will actively seek new opportunities to proved useful computer tools that will help employees achieve their goals.

To be identified by our dedication, professionalism, and pride in our achievements.

Objectives

To foster the development and application of information technology to improve the lives of the citizens of Miami Springs. Information Technology will accomplish its goals by providing and coordinating information technology to its customers.

Information Technology

Accomplishments 2005-2006

- Provided help desk support for over 500 calls
- Installed surveillance system in Golf Pro shop
- Migrated all Police Department mail accounts from Purehost to City's LAN eliminating considerable expenses.
- Upgraded Mail security software
- Added network server monitoring system to reduce resource down time
- Installed network security scanner to roll out computer updates saving many hours each week in IT Department
- Upgraded backup system for redundant backups of critical data
- Assisted Arbor Pro with installation and maintenance of Tree database

FY 2006-07 Budget Highlights

Budget request is a 28% decrease from FY 2005-06 mainly due to the payoff of the computer equipment lease during FY05-06.

This budget also adds a part-time position to the department in order to provide improved services to other city departments.

Salaries include a 3.7% cost of living (COLA) increase for all general employees

Based on the actuarial reports, the City's pension contribution for FY 06-07 increased to 6% of covered payroll compared to 3.81% in FY 05-06.

Machinery and equipment includes \$18,200 for the final payment due for the document imaging system purchased during FY05-06.

CITY OF MIAMI SPRINGS
INFORMATION TECHNOLOGY BUDGET
FISCAL YEAR ENDING 9/30/07

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT DESCRIPTION</u>	<u>FY2003-04 ACTUALS</u>	<u>FY2004-05 ACTUALS</u>	<u>FY2005-06 AMENDED BUDGET</u>	<u>YTD ACTUALS AS OF 6/30/06</u>	<u>YTD FY2005-06 PROJECTED</u>	<u>DEPT Budget Request</u>
INFORMATION TECH							
001-5301-513.12-00	REGULAR SALARIES	-	82,225	93,811	69,526	92,701	100,623
001-5301-513.13-00	PART TIME	-	-	-	-	-	16,000
001-5301-513.14-00	OVERTIME	-	1,649	1,500	732	976	1,500
001-5301-513.21-00	FEDERAL PAYROLL TAXES	-	6,190	7,291	5,190	6,920	8,209
001-5301-513.22-01	GENERAL	-	1,937	3,574	2,578	3,437	6,037
						-	
001-5301-513.23-04	HMO, EMPLOYEE ONLY	-	1,639	2,935	1,180	1,573	2,000
001-5301-513.23-06	HMO, FAMILY	-	4,348	4,372	4,577	6,103	7,066
001-5301-513.23-07	LIFE/AD&D	-	400	540	352	469	580
001-5301-513.23-08	DENTAL - OHS - EMPLOYEE	-	64	100	45	60	60
001-5301-513.23-09	VSP - VISION - EMPLOYEE	-	26	25	18	24	25
001-5301-513.23-10	DENTAL- OHS - DUAL	-	119	117	119	159	165
	Total medical insurance	-	6,596	8,089	6,291	8,388	9,896
001-5301-513-24-00	WORKMENS COMP	-	-	-	-	-	651
001-5301-513.31-00	PROFESSIONAL SERVICES	-	5,986	-	-	-	-
001-5301-513.34-00	OTHER CONTRACTUAL SERVICE	-	71,511	12,000	-	-	-
001-5301-513.40-00	TRAVEL AND PER DIEM	-	1,090	4,000	1,056	1,408	2,000
001-5301-513.41-01	TELEPHONE	-	-	378	84	112	386
001-5301-513.41-02	CELLULAR PHONE	-	1,070	1,087	709	945	780
001-5301-513.41-06	INTERNET	-	-	781	453	604	781
001-5301-513.45-30	RISK MANAGEMENT	-	-	2,058	1,539	2,052	2,641
001-5301-513.46-00	REPAIRS AND MAINTENANCE	-	2,202	80,113	13,252	17,669	80,062
001-5301-513.46-02	EQUIPMENT	-	17,226	-	48,757	65,009	9,580
001-5301-513.51-00	OFFICE SUPPLIES	-	2,398	2,493	236	315	2,080
001-5301-513.52-00	OPERATING SUPPLIES	-	3,117	1,364	499	665	2,600
001-5301-513.54-00	DUES, MEMBERSHIPS, SUBS	-	604	200	175	233	978
001-5301-513.58-00	EDUCATION AND TRAINING	-	35,266	20,194	699	932	12,000
001-5301-513.64-00	MACHINERY AND EQUIPMENT	-	2,170	47,710	-	47,710	18,200
001-5301-513.71-00	PRINCIPAL	-	90,580	93,506	46,387	93,506	-
001-5301-513.72-00	INTEREST	-	5,133	2,208	1,470	2,208	-
** INFORMATION	TECHNOLOGY	-	336,950	382,357	199,633	345,792	275,004

Prepared: /06, 9:03:08
Program: GR7L

City of Miami Springs
Budget Level Report

Page 23

Fiscal Year . . : 2006
Budget Level . . : BUDG
Description . . : DEPARTMENTAL INPUT

Account #	Description	Budget Amount	Text	Misc. Info
1-5301-513-12-00	REGULAR SALARIES	100,623.00	00100 IT MANAGER 60564+MERIT INC 5%+COLA 3.7%	
			00200 SYSTEMS MANAGER 32705+COLA 3.7% (0.5 PERSON)	
1-5301-513-13-00	PART TIME YEAR ROUND	16,000.00		
1-5301-513-14-00	OVERTIME	1,500.00		
1-5301-513-21-00	FEDERAL PAYROLL TAXES	8,209.00		
1-5301-513-22-01	GENERAL	6,037.00		
1-5301-513-23-04	HMO, EMPLOYEE ONLY	2,000.00		
1-5301-513-23-06	HMO, FAMILY	7,066.00		
1-5301-513-23-07	LIFE/AD&D	580.00		
1-5301-513-23-08	DENTAL - OHS - EMPLOYEE	60.00		
1-5301-513-23-09	VSP - VISION - EMPLOYEE	25.00		
1-5301-513-23-10	DENTAL- OHS - DUAL	165.00		
1-5301-513-24-00	WORKER'S COMPENSATION	651.00		
1-5301-513-40-00	TRAVEL AND PER DIEM	2,000.00		
1-5301-513-41-01	TELEPHONE	386.00		
1-5301-513-41-02	CELLULAR PHONE	780.00		
1-5301-513-41-06	INTERNET ACCESS	781.00		
1-5301-513-45-30	RISK MANAGEMENT	2,641.00		
1-5301-513-46-00	REPAIRS AND MAINTENANCE	80,062.00	00100 H.T.E. MAINTENANCE	
			00200 MC AFEE ANTIVIRUS SERVICE AGREEMENT	
			00300 USA SOFTWARE	
			00400 MIAMI DADE LOCAL SYSTEM (POLICE)	
			00500 OPTICAL IMAGING SUPPORT	
			00600 API IMAGING	
			00700 VERISIGN	
			00800 MISCELLANEOUS (UNFORSEEN MAINTENANCE)	
1-5301-513-46-02	EQUIPMENT	9,580.00	00100 IBM ISERIES MAINTENANCE THROUGH H.T.E. VAR	
			00200 DICTAPHONE	
1-5301-513-51-00	OFFICE SUPPLIES	2,080.00	00100 BACK TAPE CARTRIDGES	
			00200 CLEANING TAPES	
			00300 MISCELLANEOUS OFFICE SUPPLIES	
			00400 NETWORK TEST KIT AND TOOLS	
			00500 PORTABLE HARD DRIVE	
1-5301-513-52-00	OPERATING SUPPLIES	2,600.00	00100 MISCELLANEOUS	
			00200 2 DRIVES	
1-5301-513-54-00	DUES, MEMBERSHIPS, SUBS	978.00	00100 H.T.E. USER'S GROUP MEMBERSHIP (2 EMPLOYEES)	
			00200 H.T.E. USER'S GROUP CONFERENCE REGISTRATION (2EMP)	
1-5301-513-58-00	EDUCATION AND TRAINING	12,000.00		
1-5301-513-64-00	MACHINERY AND EQUIPMENT	18,200.00	00100 DOCUMENT IMAGING OPTISPOOL	
			00200 IT MANAGEMENT SERVICES PC	

Public Works Department

Mission Statement

Our mission here at Public Works is to maintain City infrastructure and provide the residents with the most professional, courteous and efficient service available while maintaining a cost effective and environmentally sound operation.

Public Works - Administration Division

The Administrative Division is responsible for the management of all divisions of the Department and compliance with regulatory mandates. This includes strategic planning for the maintenance of all infrastructure, utilities, and services within the City. The Administration also provides supervision, training, guidance, and support for all of the employees within the remaining eight divisions of the department.

Goals

Provide a quick and informative response to residents inquires to ensure customer satisfaction.

Maintain a system of proper planning, scheduling, inventory control, training, and cost accounting for all divisions of the department.

Improve the skill level of Administrative staff and support staff.

Objectives

To train supervisory and clerical staff in the optimal use of HTE to facilitate in the planning and scheduling of labor and materials in the most efficient and effective manner.

To enter into the accounting system all inventory expended and labor hours accrued in order to produce accurate and timely cost accounting reports.

To introduce new technology and methods into the daily operations of this Department through proper training and education.

To strengthen time management practices and project management skills through OJT and group sessions.

Train personnel to coordinate projects and routine tasks with a planned maintenance system.

FY 2006-07 Budget Highlights

- The FY 2006-07 budget is 18.3% higher than FY2005-06 due to the following:.
- Salaries include a 3.7% cost of living (COLA) increase for all general employees
- Based on the actuarial reports, the City's pension contribution for FY 06-07 increased to 6% of covered compared to 3.81% in FY 05-06.
- Health insurance costs are projected to increase by 14%.
- Workmen's compensation and liability insurances have increased by 30% and 21%, respectively.
- Budget includes \$3,000 to cover the wiring costs to the stockroom of the emergency generator and \$1,840 for computer replacements.

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Public Works - Administration Division

2005-06 Accomplishments

- Processed 2,741 utility location tickets
- Answered over 20,000 incoming telephone calls
- Opened 7,217 work orders and closed 6,863
- Opened 1,828 fleet job orders and closed 1,739
- Reviewed or assisted in 345 permit applications

CITY OF MIAMI SPRINGS
PUBLIC WORKS BUDGET
FISCAL YEAR ENDING 9/30/07

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2003-04 ACTUALS	FY2004-05 ACTUALS	FY2005-06 AMENDED BUDGET	YTD ACTUALS AS OF 6/30/06	YTD FY2005-06 PROJECTED	DEPT Budget Request
ADMINISTRATION DIVISION							
001-5401-541.12-00	REGULAR SALARIES	260,849	230,520	290,373	237,905	317,207	327,927
001-5401-541.13-00	PART TIME YEAR ROUND	1,500	1,695	2,000	-	-	2,100
001-5401-541.14-00	OVERTIME	1,565	683	2,500	4,023	5,364	6,263
001-5401-541.21-00	FEDERAL PAYROLL TAXES	19,496	21,583	23,800	18,679	24,905	25,726
001-5401-541.22-01	GENERAL	3,518	7,604	12,244	9,689	12,919	15,553
001-5401-541.23-01	POS, EMPLOYEE ONLY	4,176	5,419	15,551	14,916	19,888	27,382
001-5401-541.23-04	HMO, EMPLOYEE ONLY	4,717	9,389	-	-	-	-
001-5401-541.23-07	LIFE/AD&D	1,317	1,552	1,851	1,301	1,735	2,079
001-5401-541.23-08	DENTAL - OHS - EMPLOYEE	415	506	833	295	393	450
001-5401-541.23-09	VSP - VISION - EMPLOYEE	168	207	372	121	161	200
001-5401-541.23-10	DENTAL- OHS - DUAL	159	161	-	193	257	300
001-5401-541.23-11	DENTAL - OHS - FAMILY	168	204	-	238	317	354
001-5401-541.23-12	VSP - VISION - FAMILY	161	182	-	222	296	362
001-5401-541.23-19	HMO - EMPLOYEE + CHILDREN	2,910	453	-	-	-	-
	Total Medical insurance	14,191	18,073	18,607	17,286	23,048	31,126
001-5401-541.24-00	WORKER'S COMPENSATION	15,149	19,918	19,720	23,509	31,345	50,729
001-5401-541.25-00	UNEMPLOYMENT COMPENSATION	-	-	-	1,392	1,856	-
001-5401-541.31-00	PROFESSIONAL SERVICES	500	-	250	-	-	500
001-5401-541.34-09	OTHER	840	-	-	-	-	-
001-5401-541.40-00	TRAVEL AND PER DIEM	6,235	7,091	7,200	5,236	6,981	7,560
001-5401-541.41-01	TELEPHONE	14,668	4,336	7,493	4,866	6,488	3,736
001-5401-541.41-02	CELLULAR TELEPHONE	-	2,303	2,879	1,074	1,432	1,860
001-5401-541.41-03	POSTAGE	-	1,181	1,548	922	1,229	1,613
001-5401-541.41-04	UPS/FEDEX	-	-	200	13	17	210
001-5401-541.41-05	FREIGHT	-	-	-	-	-	-
001-5401-541.41-06	INTERNET ACCESS	-	1,484	1,508	1,199	1,599	1,438
001-5401-541.43-01	ELECTRICITY	708	8,994	10,118	5,964	7,952	10,089
001-5401-541.43-02	WATER	-	7,886	10,996	9,829	13,105	12,551
001-5401-541.44-00	RENTALS AND LEASES	1,906	1,906	2,400	1,829	2,439	2,678
001-5401-541.45-10	FLEET MAINTENANCE	10,646	5,254	5,250	4,450	5,933	6,475
001-5401-541.45-30	LIABILITY INSURANCES	12,050	40,212	43,710	34,479	45,972	48,976
001-5401-541.46-00	REPAIRS AND MAINTENANCE	293	210	500	248	331	500
001-5401-541.47-00	PRINTING AND BINDING	516	86	500	190	253	500
001-5401-541.51-00	OFFICE SUPPLIES	-	2,492	2,800	1,427	1,903	2,940
001-5401-541.52-00	OPERATING SUPPLIES	2,458	4,741	3,619	2,352	3,136	3,800
001-5401-541.52-02	FUEL, OILS, LUBRICANTS	3,184	2,524	3,000	2,589	3,452	3,300
001-5401-541.52-07	TIRES	-	127	-	89	119	-
001-5401-541.54-00	DUES, MEMBERSHIPS, SUBS	949	1,524	1,450	1,262	1,683	1,200
001-5401-541.58-00	EDUCATION AND TRAINING	3,019	2,000	4,000	2,485	3,313	4,000
	OMPROVEMENTS O/T BUILDINGS	2,295	-	-	-	-	3,000
001-5401-541.64-00	MACHINERY AND EQUIPMENT	1,766	30,000	10,050	9,140	10,050	1,840
	Total Administration	378,301	424,427	488,715	402,126	534,031	578,191

Prepared: 7/3 14:15:54
Program: GM217L

City of Miami Springs
Budget Level Report

Page 2

Fiscal Year . . : 2006
Budget Level . . : BUDG
Description . . : DEPARTMENTAL INPUT

Account #	Description	Budget Amount	*----- Misc. Info -----*
			Text
1-5401-541-12-00	REGULAR SALARIES	327,927.00	00100 INCREASES DUE TO MERIT AND 3.7% COLA INCREASES
1-5401-541-13-00	PART TIME YEAR ROUND	2,100.00	00100 COST OF FRONT OFFICE EMPLOYEE COVERAGE FOR 00200 VACATIONS
1-5401-541-14-00	OVERTIME	6,263.00	00100 OVERTIME CHARGES ARE ASSOCIATED WITH ANSWERING 00200 PHONES POST STORMS
1-5401-541-21-00	FEDERAL PAYROLL TAXES	25,726.00	00100 AS PER FINANCE
1-5401-541-22-01	GENERAL	15,553.00	00100 AS PER FINANCE
1-5401-541-23-01	POS, EMPLOYEE ONLY	27,382.00	00100 AS PER FINANCE
1-5401-541-23-07	LIFE/AD&D	2,079.00	00100 AS PER FINANCE
1-5401-541-23-08	DENTAL - OHS - EMPLOYEE	450.00	00100 AS PER FINANCE
1-5401-541-23-09	VSP - VISION - EMPLOYEE	200.00	00100 AS PER FINANCE
1-5401-541-23-10	DENTAL- OHS - DUAL	300.00	00100 AS PER FINANCE
1-5401-541-23-11	DENTAL - OHS - FAMILY	354.00	00100 AS PER FINANCE
1-5401-541-23-12	VSP - VISION - FAMILY	362.00	00100 AS PER FINANCE
1-5401-541-24-00	WORKER'S COMPENSATION	50,729.00	00100 AS PER FINANCE
1-5401-541-31-00	PROFESSIONAL SERVICES	500.00	
1-5401-541-40-00	TRAVEL AND PER DIEM	7,560.00	00100 AS PER FINANCE - PAYROLL ENTRY
1-5401-541-41-01	TELEPHONE	3,736.00	00100 AS PER FINANCE
1-5401-541-41-02	CELLULAR TELEPHONE	1,860.00	00100 AS PER FINANCE
1-5401-541-41-03	POSTAGE	1,613.00	00100 AS PER FINANCE
1-5401-541-41-04	COURIER, UPS, FEDX -OVERNGT	210.00	00100 COST OF SHIPPING AND/ OR RETURNING PRODUCTS
1-5401-541-41-06	INTERNET ACCESS	1,438.00	00100 AS PER FINANCE
1-5401-541-43-01	ELECTRICITY	10,089.00	00100 AS PER FINANCE
1-5401-541-43-02	WATER	12,551.00	00100 AS PER FINANCE
1-5401-541-44-00	RENTALS AND LEASES	2,678.00	00100 LEASE OF TOSHIBA COPIER
1-5401-541-45-10	FLEET MAINTENANCE	6,475.00	00100 USED FOR REPAIRS TO STOCK ROOM VEHICLE #429
1-5401-541-45-30	LIABILITY INSURANCES	48,976.00	00100 AS PER FINANCE

Prepared: 7/3. 14:15:54
Program: GM217L

City of Miami Springs
Budget Level Report

Page 3

Fiscal Year . . : 2006
Budget Level . . : BUDG
Description . . : DEPARTMENTAL INPUT

Account #	Description	Budget Amount	*----- Misc. Info -----*	
			Text	
1-5401-541-46-00	REPAIRS AND MAINTENANCE	500.00	00100	TIME CLOCK AND MAIL STAMPER REPAIRS
1-5401-541-47-00	PRINTING AND BINDING	500.00	00100	PRINTING OF DAILY FORMS AND BUSINESS CARDS
1-5401-541-51-00	OFFICE SUPPLIES	2,940.00	00100	OFFICE SUPPLIES SUCH AS INK CARTRIDGES,PENS,ETC
1-5401-541-52-00	OPERATING SUPPLIES	3,800.00	00100	PETTY CASH ACCT.,BOTTLED WATER,UNIFORMS,COPIES OF
			00200	KEYS, ETC.
1-5401-541-52-02	FUEL, OILS, LUBRICANTS	3,300.00		
1-5401-541-54-00	DUES, MEMBERSHIPS, SUBS	1,200.00	00100	SUBSCRIPTIONS TO WASTE AGE, WATER WORKS, ETC.
1-5401-541-58-00	EDUCATION AND TRAINING	4,000.00	00100	TRAININGS IN HTE,OUTLOOK, EXCEL AND WORD
1-5401-541-63-00	IMPROVEMENTS O/T BUILDING	3,000.00	00100	ELECTRICAL COMPANY TO RUN ELEC TO STOCKROOM TO
			00200	GENERATOR HOOKUP
1-5401-541-64-00	MACHINERY AND EQUIPMENT	1,840.00	00100	PURCHASE OF 2 PC'S BOB W. AND MARIA S.
			00200	COSTS PER JORGE FONSECA -IT MGR

**CITY OF MIAMI SPRINGS
CAPITAL IMPROVEMENT REQUEST
FOR FY 2006-07 BUDGET YEAR**

(this form to be used for all projected capital improvement projects eg: improvements to buildings, infrastructure projects for water & sewer, sanitation, stormwater, etc.)

Department: Public Works Dept.- Administration

**Description of capital improvement project(provide location of work
& work to be performed)**

Electrical feed to stock room from 20KW Generator. \$ 3,000.00

Total budget request: \$ 3,000.00

Detail any grant or additional funding sources for this project

Funding

\$ -

\$ -

\$ -

Total funding sources: \$ -

Reason why project is needed

Electrical feed to stock room from Generator in the event of power outages.

Expected future operating costs from this project after completion , or savings(if any)

\$ -

\$ -

\$ -

\$ -

Totals \$ -

Department Head Signature _____

City Manager Approval _____

Public Works – Streets Division

The Streets Division's function is to maintain and repair all city streets, streetlights, bike paths, alleys, and sidewalks. This division also maintains the monuments, city seals, and traffic and street signs that are not maintained by Miami-Dade County Public Works Department. Projects undertaken by this Division are supplemented with Local Option Gas Tax and CITT/Peoples Transportation Tax funds.

Goals

Replace and repair street signage city wide. Ensure all city sidewalks are safe for pedestrian traffic.

Restore the alleys and alley approaches citywide.

Continue to upgrade and repair the streetlight infrastructure.
Maintain the rights-of-way.

Objectives

Systematically inspect sidewalks throughout the city and coordinate with the contractor for replacement. Include root barrier in the installation when needed.

Prioritize the alleys in need of leveling and execute the grading and rocking.

Continue with the asphalt paving of the alley entranceways.

Schedule the contractor to complete the replacement of 9 remaining old steel poles with aluminum poles.

Continue with the repair and replacement of underground wiring

Continue to work with Miami-Dade County Public Works to replace street name signs and traffic signs.

Repaint pavement markings.

FY 2006-07 Budget Highlights

- The FY 2006-07 budget did not change significantly from the FY2005-06 budget due to a reclassification of staff to the public properties division, however some costs increased due to the following:
- Salaries include a 3.7% cost of living (COLA) increase for all general employees
- Based on the actuarial reports, the City's pension contribution for FY 06-07 increased to 6% of covered compared to 3.81% in FY 05-06.
- Health insurance costs are projected to increase by 14%.
- Workmen's compensation and liability insurances have increased by 30% and 21%, respectively.
- Improvements O/T Building expense of \$142,000 for the continued improvements for streets and sidewalks that are deteriorating, these expenditures are paid in part with Local Option Gar Tax funds received from the state of Florida.
- Budget also includes \$7,000 for the purchase of a sweeper attachment for the bobcat.

2005-06 Accomplishments

- Installed 901.18 linear feet of replacement sidewalk
- Installed 20.36 tons of cold patch for potholes, drop-offs, and repairs
- Asphalted 10,849 square feet of alley approaches
- Refurbished 25 municipal park benches and bus benches
- Replaced 3590 feet of underground streetlight wiring with related repairs

CITY OF MIAMI SPRINGS
PUBLIC WORKS BUDGET
FISCAL YEAR ENDING 9/30/07

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2003-04 ACTUALS	FY2004-05 ACTUALS	FY2005-06 AMENDED BUDGET	YTD ACTUALS AS OF 6/30/06	YTD FY2005-06 PROJECTED	DEPT Budget Request
STREETS DIVISION							
001-5402-541.12-00	REGULAR SALARIES	34,356	62,522	104,801	39,216	52,288	48,230
001-5402-541.13-00	PART TIME YEAR ROUND	3,160	3,990	-	-	-	-
001-5402-541.14-00	OVERTIME	1,164	1,976	2,000	1,036	1,381	2,000
001-5402-541.21-00	FEDERAL PAYROLL TAXES	2,953	5,274	7,093	3,028	4,037	3,843
001-5402-541.22-01	GENERAL	483	844	3,993	939	1,252	2,894
						-	
001-5402-541.23-01	POS, EMPLOYEE ONLY	-	981	12,058	40	53	60
001-5402-541.23-04	HMO, EMPLOYEE ONLY	3,300	6,237	-	3,475	4,633	3,625
001-5402-541.23-07	LIFE/AD&D	175	334	604	188	251	278
001-5402-541.23-08	DENTAL - OHS - EMPLOYEE	126	287	462	134	179	123
001-5402-541.23-09	VSP - VISION - EMPLOYEE	50	118	189	55	73	50
	Total Medical insurance	3,651	7,957	13,313	3,892	5,189	4,136
001-5402-541.24-00	WORKER'S COMPENSATION	6,438	8,652	8,662	10,103	13,471	729
001-5402-541.31-00	PROFESSIONAL SERVICES	-	-	1,500	-	-	10,000
001-5402-541.34-00	CONTRACTUAL SERVICES	2,323	-	158,638	131,543	175,391	150,000
001-5402-541.41-02	TELEPHONE	115	-	600	-	-	-
	CELLULAR PHONES	-	-	-	-	-	780
001-5402-541.43-01	ELECTRICITY	147,740	141,577	145,600	107,747	143,663	154,362
001-5402-541.44-00	RENTALS AND LEASES	1,430	687	500	80	107	2,000
001-5402-541.45-10	FLEET MAINTENANCE	18,446	6,157	8,000	3,803	5,071	8,000
001-5402-541.45-30	LIABILITY INSURANCES	4,657	1,356	2,265	-	-	2,960
001-5402-541.46-00	REPAIRS AND MAINTENANCE	1,474	-	2,000	345	460	3,000
001-5402-541.52-00	OPERATING SUPPLIES	9,840	20,206	15,000	14,915	19,887	18,509
001-5402-541.52-02	FUEL, OILS, LUBRICANTS	3,043	4,234	5,895	1,542	2,056	6,485
001-5402-541.52-07	TIRES	182	105	-	-	-	-
001-5402-541.55-00	INVENTORY OVER/SHORT	18,331	(7,535)	-	-	-	-
001-5405-541.63-00	IMPROVEMENTS O/T BUILDING	940	-	82,162	38,352	82,000	142,500
001-5405-541.64-00	MACHINERY & EQUIPMENT	-	-	4,200	-	4,200	7,000
001-5402-541.64-00	EDUCATION AND TRAINING	-	1,041	1,000	-	-	1,000
	Total Streets	260,726	259,043	567,222	356,541	510,452	568,428

Prepared: 7/31 14:15:54
Program: GM217L

City of Miami Springs
Budget Level Report

Page 4

Fiscal Year . . : 2006
Budget Level . . : BUDG
Description . . : DEPARTMENTAL INPUT

Account #	Description	Budget Amount	*-----*	Misc. Info	-----*
			Text		
1-5402-541-12-00	REGULAR SALARIES	48,230.00	00100	DECREASED IN SALARIES RESTRUCTURE OF EMPLOYEES TO	
			00200	PUBLIC PROPERTIES	
1-5402-541-14-00	OVERTIME	2,000.00	00100	POST HURRICANE CLEAN UP OF STREETS AND LOOSE SIGN	
1-5402-541-21-00	FEDERAL PAYROLL TAXES	3,843.00	00100	AS PER FINANCE	
1-5402-541-22-01	GENERAL	2,894.00	00100	AS PER FINANCE	
1-5402-541-23-01	POS, EMPLOYEE ONLY	60.00	00100	AS PER FINANCE	
1-5402-541-23-04	HMO, EMPLOYEE ONLY	3,625.00	00100	AS PER FINANCE	
1-5402-541-23-07	LIFE/AD&D	278.00	00100	AS PER FINANCE	
1-5402-541-23-08	DENTAL - OHS - EMPLOYEE	123.00	00100	AS PER FINANCE	
1-5402-541-23-09	VSP - VISION - EMPLOYEE	50.00	00100	AS PER FINANCE	
1-5402-541-24-00	WORKER'S COMPENSATION	729.00	00100	AS PER FINANCE	
1-5402-541-31-00	PROFESSIONAL SERVICES	10,000.00	00100	ARDAMAN & ASSOC. CONSULTANT	
1-5402-541-34-09	OTHER	150,000.00	00100	3E GROUNDS AND PARKS SERVICES	
1-5402-541-41-02	CELLULAR TELEPHONE	780.00	00100	AS PER FINANCE	
1-5402-541-43-01	ELECTRICITY	154,362.00	00100	AS PER FINANCE	
1-5402-541-44-00	RENTALS AND LEASES	2,000.00	00100	RENTALS OF BARRICADES FROM BOBS BARRICADE	
1-5402-541-45-10	FLEET MAINTENANCE	8,000.00	00100	FLEET MAINTENANCE SERVICE CHARGES	
1-5402-541-45-30	LIABILITY INSURANCES	2,960.00	00100	AS PER FINANCE	
1-5402-541-46-00	REPAIRS AND MAINTENANCE	3,000.00	00100	FENCE REPAIRS FROM OUTSIDE CONTRACTORS	
1-5402-541-52-00	OPERATING SUPPLIES	18,509.00	00100	PURCHASES OF STRIPING, SIGNS, ASPHALT, ETC	
1-5402-541-52-02	FUEL, OILS, LUBRICANTS	6,485.00	00100	FUEL AND OIL EXPENSES	
1-5402-541-58-00	EDUCATION AND TRAINING	1,000.00	00100	SAFETY TRAININGS, ETC	
1-5402-541-63-00	IMPROVEMENTS O/T BUILDING	142,500.00	00100	STREETLIGHT REPAIRS TO OUTSIDE CONTRACTORS	
			00200	HORSE POWER, COMPUTER ELEC., ETC.	
1-5402-541-64-00	MACHINERY AND EQUIPMENT	7,000.00	00100	BOBCAT SWEEPER ATTACHMENT FOR STREET CLEANING	
			00200	USEFUL FOR AFTER STREET REPAIRS, STORM DEBRIS AND	
			00300	FESTIVAL CLEANUPS	

**CITY OF MIAMI SPRINGS
CAPITAL IMPROVEMENT REQUEST
FOR FY 2006-07 BUDGET YEAR**

(this form to be used for all projected capital improvement projects eg: improvements to buildings, infrastructure projects for water & sewer, sanitation, stormwater, etc.)

Department: _____ PW-STREETS

Description of capital improvement project(provide location of work
& work to be performed)

sidewalk repairs	\$ 80,000.00
streetlight repairs	\$ 62,500.00

Total budget request:	<u>\$ 142,500.00</u>
-----------------------	----------------------

Detail any grant or additional funding sources for this project

Funding

_____	\$ -
_____	\$ -
_____	\$ -
Total funding sources:	<u>\$ -</u>

Reason why project is needed

Continue to maintain sidewalk repairs.

Continue to maintain streetlight repairs.

Expected future operating costs from this project after completion , or savings(if any)

_____	\$ -
_____	\$ -
_____	\$ -
_____	\$ -
Totals	<u>\$ -</u>

Department Head Signature

City Manager Approval

**CITY OF MIAMI SPRINGS
ASSET ACQUISITION REQUEST
FOR FY 2006-07 BUDGET YEAR**

(this form to be used for all projected machinery, equipment, vehicle and office/computer equipment)

Department: _____ Public Works Dept. - Streets

Description of equipment requested

Estimated Cost

Sweeper attachment for Bobcat

\$ 7,000.00

\$ -

\$ -

\$ -

\$ -

Total budget request:

\$ 7,000.00

Detail any grant or additional funding sources for this project

Funding

\$ -

\$ -

\$ -

Total additional funding

\$ -

Reason why equipment is needed

This attachment will allow us to respond quickly to storm debris clean ups.

Expected cost savings from this acquisition(if any)

Expected Savings

It will allow us to clean up our streets after hurricanes or storms and assist us with clean ups related to street repair projects.

\$ -

Department Head Signature

City Manager Approval

Public Works – Public Properties

The Public Properties Division has the function of maintaining all city owned green space. This includes landscapes, greenways, right-of-ways, and litter control. The Division is also responsible for tree planting and tree maintenance. Street tree maintenance projects undertaken by this Division are supplemented with Local Option Gas Tax funds.

Goals

Continue education of tree trimmers in proper trimming techniques and safety practices.

Properly prune and thin hurricane damaged trees.

Ensure that the City retains its National Arbor Society's Tree City USA and Growth Award status.

Maintain a properly pruned and lifted street tree canopy.

Maintain plant material throughout the city.

Objectives

Use a professional training plan for proper tree trimming and implement safety techniques and proper equipment use for personnel.

Work with outside agencies, such as DERM, on the annual Adopt-a-Tree Program.

Provide assistance to residents in maintaining the tree canopy and administering the tree protection ordinance.

Continue with the Annual Street Tree Planting Program.

Access the tree trimming contract for removal of hazardous trees.

FY 2006-07 Budget Highlights

- The FY 2006-07 budget is 21.5% higher than FY2005-06 due to the following:.
- Salaries include a 3.7% cost of living (COLA) increase for all general employees
- Based on the actuarial reports, the City's pension contribution for FY 06-07 increased to 6% of covered compared to 3.81% in FY 05-06.
- Health insurance costs are projected to increase by 14%.
- Workmen's compensation and liability insurances have increased by 30% and 21%, respectively.
- Machinery & Equipment includes a \$27,000 increase for the purchases of a Scag mower, riding mower and Bush Hog to facilitate in the cutting of large open areas.

Public Works – Public Properties

2005-06 Accomplishments

- Nine hazard trees removed
- One Hundred Fifteen trees trimmed
- Eighteen thousand flowers planted
- 40 acres mowed every two weeks
- Grant reimbursement for city wide street tree inventory
- Completed city wide street tree inventory
- Tree City USA Growth Awards – 11th year
Tree City USA of Florida award – 12th year
Urban Forestry Grant received for a tree inventory
1 out of 4 finalists for the Tree City USA of Florida

CITY OF MIAMI SPRINGS
PUBLIC WORKS BUDGET
FISCAL YEAR ENDING 9/30/07

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2003-04 ACTUALS	FY2004-05 ACTUALS	FY2005-06 AMENDED BUDGET	YTD ACTUALS AS OF 6/30/06	YTD FY2005-06 PROJECTED	DEPT Budget Request
PUBLIC PROPERTIES DIVISION							
001-5404-541.12-00	REGULAR SALARIES	351,268	320,829	378,010	270,571	360,761	435,742
001-5404-541.13-00	PART TIME YEAR ROUND	31,809	21,997	30,000	15,773	21,031	30,000
001-5404-541.14-00	OVERTIME	4,812	4,667	5,000	12,526	16,701	18,000
001-5404-541.21-00	FEDERAL PAYROLL TAXES	29,889	26,995	27,732	22,813	30,417	37,006
001-5404-541.22-01	GENERAL	4,473	7,489	14,402	8,505	11,340	23,507
001-5404-541.23-02	POS, EMPLOYEE +1	7,919	500	44,293	-	-	-
001-5404-541.23-03	POS, FAMILY	-	2,437	-	4,578	6,104	20,000
001-5404-541.23-04	HMO, EMPLOYEE ONLY	32,480	28,116	-	15,770	21,027	15,381
001-5404-541.23-05	HMO, EMPLOYEE +1	5,017	4,895	-	10,851	14,468	22,809
001-5404-541.23-07	LIFE/AD&D	1,881	1,632	2,177	1,340	1,787	2,375
001-5404-541.23-08	DENTAL - OHS - EMPLOYEE	1,250	1,109	1,583	726	968	1,172
001-5404-541.23-09	VSP - VISION - EMPLOYEE	535	449	680	282	376	348
001-5404-541.23-10	DENTAL - OHS - DUAL	260	18	-	132	176	300
001-5404-541.23-11	DENTAL - OHS - FAMILY	81	181	-	156	208	300
001-5404-541.23-12	VSP - VISION - FAMILY	142	91	-	134	179	400
	Total Medical insurance	49,565	39,428	48,733	33,969	45,292	63,085
001-5404-541.24-00	WORKER'S COMPENSATION	29,894	41,476	40,454	47,165	62,887	67,098
001-5404-541.25-00	UNEMPLOYMENT COMPENSATION	-	77	-	994	1,325	-
001-5404-541.31-00	PROFESSIONAL SERVICES	470	175	750	-	-	1,500
001-5404-541.31-01	LEGAL	-	240	-	-	-	-
001-5404-541.34-00	OTHER CONTRACTUAL SERVICE	3,014	15,792	15,000	5,575	7,433	15,750
001-5404-541.34-09	OTHER	4,083	-	-	-	-	-
	TELEPHONE	18,344	-	-	-	-	-
001-5404-541.41-02	CELLULAR TELEPHONE	-	457	881	322	429	-
001-5404-541.41-04	COURIER,UPS,FEDX -OVERNGT	-	-	200	-	-	200
001-5404-541.43-01	ELECTRICITY	40,051	-	-	8,139	10,852	-
001-5404-541.43-02	WATER	48,385	34,837	45,700	51,890	69,187	67,199
001-5404-541.43-04	STORMWATER	2,334	2,936	3,200	1,553	2,071	3,200
001-5404-541.44-00	RENTALS AND LEASES	259	1,371	1,500	-	-	1,500
001-5404-541.45-10	FLEET MAINTENANCE	27,544	31,181	55,844	54,085	72,113	42,000
001-5404-541.45-30	LIABILITY INSURANCES	21,207	8,508	10,682	8,010	10,680	11,446
001-5404-541.46-00	REPAIRS AND MAINTENANCE	1,293	-	2,000	450	600	2,000
001-5404-541.52-00	OPERATING SUPPLIES	44,854	68,190	75,288	48,952	65,269	81,938
001-5404-541.52-02	FUEL, OILS, LUBRICANTS	8,387	10,005	11,552	8,970	11,960	12,707
001-5404-541.52-07	TIRES	314	1,931	-	954	1,272	-
001-5404-541.54-00	DUES, MEMBERSHIPS, SUBS	195	-	400	-	-	-
001-5404-541.58-00	EDUCATION AND TRAINING	3,218	1,776	2,500	130	173	2,500
001-5404-541.64-00	MACHINERY AND EQUIPMENT	29,696	4,100	6,650	6,618	6,618	27,000
	Total Public properties	755,358	644,457	776,478	607,964	808,413	943,378

Prepared: 7/ , 14:15:54
Program: GM21..

City of Miami Springs
Budget Level Report

Page 5

Fiscal Year . . : 2006
Budget Level . . : BUDG
Description . . : DEPARTMENTAL INPUT

Account #	Description	Budget Amount	*----- Misc. Info -----*	
			Text	
1-5404-541-12-00	REGULAR SALARIES	435,742.00	00100	PER FIINANCE
1-5404-541-13-00	PART TIME YEAR ROUND	30,000.00	00100	5 PART TIMERS ARE HIRED AS A TEMPORARY BASIS FOR
			00200	SUMMER DUE TO THE NEED TO PREPARE FOR HURRICANE
			00300	SEASON -TRIMMING TREES AND CUTTING OF CITY OWNED
			00400	GRASS AREAS
1-5404-541-14-00	OVERTIME	18,000.00	00100	POST HURRICANE CLEANUPS OF TREE BRANCHES ETC.
1-5404-541-21-00	FEDERAL PAYROLL TAXES	37,006.00	00100	AS PER FINANCE
1-5404-541-22-01	GENERAL	23,507.00	00100	AS PER FINANCE
1-5404-541-23-03	POS, FAMILY	20,000.00	00100	AS PER FINANCE
1-5404-541-23-04	HMO, EMPLOYEE ONLY	15,381.00	00100	AS PER FINANCE
1-5404-541-23-05	HMO, EMPLOYEE +1	22,809.00	00100	AS PER FINANCE
1-5404-541-23-07	LIFE/AD&D	2,375.00	00100	AS PER FINANCE
1-5404-541-23-08	DENTAL - OHS - EMPLOYEE	1,172.00	00100	AS PER FINANCE
1-5404-541-23-09	VSP - VISION - EMPLOYEE	348.00	00100	AS PER FINANCE
1-5404-541-23-10	DENTAL- OHS - DUAL	300.00	00100	AS PER FINANCE
1-5404-541-23-11	DENTAL - OHS - FAMILY	300.00	00100	AS PER FINANCE
1-5404-541-23-12	VSP - VISION - FAMILY	400.00	00100	AS PER FINANCE
1-5404-541-24-00	WORKER'S COMPENSATION	67,098.00	00100	AS PER FINANCE
1-5404-541-31-00	PROFESSIONAL SERVICES	1,500.00		
1-5404-541-34-00	OTHER CONTRACTUAL SERVICE	15,750.00	00100	PEST CONTROL SERVICES, LANDSCAPE SERVICES, GROUNDS
			00200	AND PARKS SERVICES, NURSURIES, ETC.
1-5404-541-41-04	COURIER, UPS, FEDX -OVERNGT	200.00	00100	COST OF MAILING TREE GRANTS
1-5404-541-43-02	WATER	67,199.00	00100	AS PER FINANCE
1-5404-541-43-04	STORMWATER	3,200.00	00100	UTILITY FEES PER FINANCE
1-5404-541-44-00	RENTALS AND LEASES	1,500.00	00100	BUDGETED IN THE EVENT THAT SPECIAL EQUIPMENT IS
			00200	NEEDED IN THE EVENT OF POST HURRICANE PROJECTS
1-5404-541-45-10	FLEET MAINTENANCE	42,000.00	00100	FLEET MAINTENCE SERVICE COSTS
1-5404-541-45-30	LIABILITY INSURANCES	11,446.00	00100	AS PER FINANCE
1-5404-541-46-00	REPAIRS AND MAINTENANCE	2,000.00	00100	CONTRACTOR SMITH HAMILTON EQUIP. MAINTENANCE &
			00200	REPAIRS

Prepared: 7/31, 14:15:54
Program: GM217L

City of Miami Springs
Budget Level Report

Page 6

Fiscal Year . . : 2006
Budget Level . . : BUDG
Description . . : DEPARTMENTAL INPUT

Account #	Description	Budget Amount	*----- Misc. Info -----*	
			Text	
1-5404-541-52-00	OPERATING SUPPLIES	81,938.00	00100	SAFETY EQUIP, LIGHTING FOR SPECIAL EVENTS, NURSERY
			00200	SUPPLIES, FERTILIZING GROUNDS, FLAGS CITYWIDE,
			00300	SAFETY SHOES, SEED, SOD, SOIL AND MULCH
1-5404-541-52-02	FUEL, OILS, LUBRICANTS	12,707.00	00100	FUEL AND OILS NEEDED FOR CUTTING EQUIPMENT
			00200	SUCH AS LAWNMOWERS, EDGERS, ETC.
1-5404-541-58-00	EDUCATION AND TRAINING	2,500.00	00100	SPECIAL TRAININGS FOR PROPERLY PRUNNING OF TREES
			00200	ETC.
1-5404-541-64-00	MACHINERY AND EQUIPMENT	27,000.00	00100	36" SCAG MOWER FOR DIFFICULT MOWING AREA
			00200	RIDING MOWER TO REPLACE A 1996 MODEL
			00300	72" PTO BUSH HOG FOR MOWING LARGE OPEN AREAS

**CITY OF MIAMI SPRINGS
ASSET ACQUISITION REQUEST
FOR FY 2006-07 BUDGET YEAR**

(this form to be used for all projected machinery, equipment, vehicle and office/computer equipment)

Department: Public Works - Public Properties

<u>Description of equipment requested</u>	<u>Estimated Cost</u>
36" SCAG Hydraulic mower	\$ 5,000.00
Riding Mower	\$ 14,000.00
72" PTO Bush Hog	\$ 8,000.00
	\$ -
	\$ -
	\$ -
	\$ -
	\$ -
Total budget request:	<u><u>\$ 27,000.00</u></u>

<u>Detail any grant or additional funding sources for this project</u>	<u>Funding</u>
	\$ -
	\$ -
	\$ -
Total additional funding	<u><u>\$ -</u></u>

Reason why equipment is needed

* The 36" Scag will be used to mow difficult areas such as retention pond at Station # 6, bridge areas at East Dr and SRP.

* The riding mower will replace mower# 438, which is a 1996 model.

* The PTO Bush Hog will allow us to mow larger areas, such as the median on Curtiss Pkwy, Ludlum, NRP and Westward Dr.

Expected cost savings from this acquisition(if any)

	<u>Expected Savings</u>
Riding mower replaces # 438, which is costly in repairs.	
This will reduce the amount of time it will take because currently we have to find other means of mowing all large open areas.	\$ -

Department Head Signature

City Manager Approval

Public Works - Building Maintenance

The Building Maintenance Division is responsible for the maintenance of all buildings, monuments, and park benches owned by the city. Other functions include general carpentry repairs, painting, minor alterations, and minor electrical repairs.

Goals

Develop a maintenance schedule for all municipal buildings, City Hall, Golf Course, Senior and Recreation Centers. Thus taking a proactive approach to building maintenance.

Objectives

Create an efficient and safe working environment for city employees.

Encourage employees to participate in the "Turn It Off" program.

FY 2006-07 Budget Highlights

- The FY 2006-07 budget is 39% lower than FY2005-06 the following is a listing of the significant reductions and increases in expenditures:
- Salaries include a 3.7% cost of living (COLA) increase for all general employees
- Based on the actuarial reports, the City's pension contribution for FY 06-07 increased to 6% of covered compared to 3.81% in FY 05-06.
- Health insurance costs are projected to increase by 14%.
- Workmen's compensation and liability insurances have increased by 30% and 21%, respectively.
- Repairs and maintenance expense includes an interior and exterior painting of City Hall costing \$40,000.
- Machinery & Equipment is increased by \$19,000 for the purchase of a concrete mixer and a 500gal. trailerable fuel tank.
- Budget is lower mainly due to the \$270,000 budgeted in FY2005-06 for the replacement of the City Hall Air Conditioning unit which is not affecting the current year budget.

Public Works - Fleet Maintenance

The Fleet Maintenance Division is responsible for the maintenance of all city-owned vehicles, generators, and motorized equipment. Maintenance records are properly maintained on all equipment repaired or replaced. The Division is responsible to ensure that warranty work for new vehicles, which is provided by the dealer, is performed on a regular basis.

Goals

Provide excellent service and timely repairs to the city's vehicles and equipment to ensure fleet availability.

Improve the skill level of the Fleet Maintenance personnel.

Objectives

Reduce vehicle down time.

Maintain fleet parts and tire inventory at an optimal level.

Complete 98% of preventive maintenance inspections by the scheduled due date.

To improve time management practices.

Encourage the use of new technology and methods into the daily operations of this Division.

FY 2006-07 Budget Highlights

- Fleet maintenance is budgeted under contractual services due to the outsourcing of this function to an outside company for FY 2006-07. Additionally, the personnel assigned to this division have been transferred to other vacant positions, this has resulted in the elimination of 3 positions.

CITY OF MIAMI SPRINGS
PUBLIC WORKS BUDGET
FISCAL YEAR ENDING 9/30/07

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2003-04 ACTUALS	FY2004-05 ACTUALS	FY2005-06 AMENDED BUDGET	YTD ACTUALS AS OF 6/30/06	YTD FY2005-06 PROJECTED	DEPT Budget Request
BUILDING MAINTENANCE DIVISION							
001-5405-541.12-00	REGULAR SALARIES	32,551	48,678	56,639	24,920	33,227	57,639
001-5405-541.14-00	OVERTIME	-	653	500	375	500	600
001-5405-541.21-00	FEDERAL PAYROLL TAXES	2,490	3,788	3,800	1,935	2,580	4,455
001-5405-541.22-01	GENERAL	425	1,125	2,158	907	1,209	3,458
						-	
001-5405-541.23-04	HMO, EMPLOYEE ONLY	2,704	4,164	6,444	2,359	3,145	7,329
001-5405-541.23-07	LIFE/AD&D	175	244	326	125	167	332
001-5405-541.23-08	DENTAL - OHS - EMPLOYEE	17	161	246	90	120	246
001-5405-541.23-09	VSP - VISION - EMPLOYEE	6	66	101	37	49	101
	Total Medical insurance	2,902	4,635	7,117	2,611	3,481	8,008
001-5405-541.24-00	WORKER'S COMPENSATION	2,681	3,804	3,798	5,565	7,420	390
001-5405-541.34-00	OTHER CONTRACTUAL SERVICE	33,453	67,537	78,650	59,801	79,735	65,800
001-5405-541.41-02	CELLULAR TELEPHONE	2,231	29	34	43	57	-
001-5405-541.43-01	ELECTRICITY	11,333	395	-	865	1,153	-
001-5405-541.43-02	WATER	5,919	-	-	-	-	-
001-5405-541.44-00	RENTALS AND LEASES	-	-	500	76	101	500
001-5405-541.45-10	FLEET MAINTENANCE	1,563	741	2,000	630	840	2,000
001-5405-541.45-30	LIABILITY INSURANCES	2,329	1,212	1,612	-	-	1,583
001-5405-541.46-00	REPAIRS AND MAINTENANCE	26,905	26,041	67,750	17,130	22,840	28,500
001-5405-541.52-00	OPERATING SUPPLIES	8,443	14,447	16,005	13,702	18,269	17,655
001-5405-541.52-02	FUEL, OILS, LUBRICANTS	244	822	877	759	1,012	987
001-5405-541.52-07	TIRES	63	-	-	63	84	-
001-5405-541.64-00	MACHINERY AND EQUIPMENT	-	-	-	-	-	19,000
001-5405-541.63-00	IMPROVEMENTS O/T BUILDING	24,218	28,676	269,568	237,108	269,568	100,000
	Total Bldg Maintenance	157,750	202,583	511,008	366,490	442,077	310,576
FLEET DIVISION							
001-5407-541.12-00	REGULAR SALARIES	41,561	45,138	-	-	-	-
001-5407-541.14-00	OVERTIME	442	4,101	-	-	-	-
001-5407-541.21-00	FEDERAL PAYROLL TAXES	6,888	10,921	-	133	133	-
001-5407-541.22-01	GENERAL	935	2,236	-	61	61	-
					-	-	-
001-5407-541.23-01	POS, EMPLOYEE ONLY	3,463	1,035	-	13	13	-
001-5407-541.23-04	HMO, EMPLOYEE ONLY	1,923	3,286	-	64	64	-
001-5407-541.23-05	HMO, EMPLOYEE +1	5,670	9,790	-	456	456	-
001-5407-541.23-07	LIFE/AD&D	359	912	-	17	17	-
001-5407-541.23-08	DENTAL - OHS - EMPLOYEE	158	332	-	5	5	-
001-5407-541.23-09	VSP - VISION - EMPLOYEE	69	136	-	2	2	-
001-5407-541.23-10	DENTAL - OHS - DUAL	203	167	-	12	12	-
001-5407-541.23-12	VSP - VISION - FAMILY	115	94	-	7	7	-
	Total Medical insurance	11,960	15,752	-	576	576	-
001-5407-541.24-00	WORKER'S COMPENSATION	342	1,184	-	328	437	-
001-5407-541.34-00	OTHER CONTRACTUAL SERVICE	-	9,930	78,105	-	-	10,000
001-5407-541.41-02	CELLULAR TELEPHONE	-	361	750	188	251	250
001-5407-541.45-10	FLEET MAINTENANCE	569	406	1,000	586	781	1,000
001-5407-541.45-30	LIABILITY INSURANCES	-	468	1,643	1,233	1,644	-
	REPAIRS AND MAINTENANCE	6,000	-	-	-	-	-
001-5407-541.49-55	WORK ORDERS CONTRA EXP	-	-	-	-	-	-
001-5407-541.52-00	OPERATING SUPPLIES	9,041	6,654	16,018	11,531	15,375	16,819
001-5407-541.52-02	FUEL, OILS, LUBRICANTS	14,287	1,188	9,000	867	1,156	1,300
001-5407-541.55-00	INVENTORY OVER/SHORT	7,327	24,387	-	-	-	-
001-5407-541.58-00	EDUCATION AND TRAINING	-	-	5,000	-	-	-
001-5407-541.64-00	MACHINERY AND EQUIPMENT	5,252	39,777	-	-	-	-
	Total Fleet	104,604	162,503	111,516	15,503	20,414	29,369
	Total Public Works	1,656,739	1,693,013	2,454,939	1,748,624	2,315,387	2,429,942

Prepared: 7/3 14:15:54
Program: GM217L

City of Miami Springs
Budget Level Report

Page 7

Fiscal Year . . : 2006
Budget Level . . : BUDG
Description . . : DEPARTMENTAL INPUT

Account #	Description	Budget Amount	*----- Misc. Info -----*
			Text
1-5405-541-12-00	REGULAR SALARIES	57,639.00	00100 SALARY INCLUDES AN ADDITIONAL MNT WORKER I
1-5405-541-14-00	OVERTIME	600.00	00100 PREPARATION FOR SHUTTERS AND HURRICANE
1-5405-541-21-00	FEDERAL PAYROLL TAXES	4,455.00	00100 AS PER FINANCE
1-5405-541-22-01	GENERAL	3,458.00	00100 AS PER FINANCE
1-5405-541-23-04	HMO, EMPLOYEE ONLY	7,329.00	00100 AS PER FINANCE
1-5405-541-23-07	LIFE/AD&D	332.00	00100 AS PER FINANCE
1-5405-541-23-08	DENTAL - OHS - EMPLOYEE	246.00	00100 AS PER FINANCE
1-5405-541-23-09	VSP - VISION - EMPLOYEE	101.00	00100 AS PER FINANCE
1-5405-541-24-00	WORKER'S COMPENSATION	390.00	00100 AS PER FINANCE
1-5405-541-34-00	OTHER CONTRACTUAL SERVICE	65,800.00	00100 FBG- CLEANING SERVICES, PEST CONTROL CITYWIDE, 00200 OTTIS ELEV. SERVICE, ALL PEST CONTROL, SEA AIR MECH 00300 FLOOR MAT SERVICES, RECYCLING, PEST CONTROL, MIAMI 00400 FIRE EQUIP., SAFETY KLEEN, UNIFORMS
1-5405-541-44-00	RENTALS AND LEASES	500.00	00100 HERTZ EQUIPMENT RENTAL
1-5405-541-45-10	FLEET MAINTENANCE	2,000.00	00100 FLEET MAINTENANCE SERVICES
1-5405-541-45-30	LIABILITY INSURANCES	1,583.00	00100 AS PER FINANCE
1-5405-541-46-00	REPAIRS AND MAINTENANCE	28,500.00	00100 A/C REPAIRS, ELECTRIC TO BUILDINGS, ROOFING REPAIR
1-5405-541-52-00	OPERATING SUPPLIES	17,655.00	00100 LOCAL HARDWARE FOR BUILDING SUPPLIES FOR GENERAL 00200 BUILDING MAINTENANCE REPAIRS
1-5405-541-52-02	FUEL, OILS, LUBRICANTS	987.00	00100 FUELS AND OIL FOR VEHICLES
1-5405-541-63-00	IMPROVEMENTS O/T BUILDING	100,000.00	00100 PAINTING OF CITY HALL INTERIOR AND EXTERIOR 00200 REPLACING OF REC CENTER GYM ROOF
1-5405-541-64-00	MACHINERY AND EQUIPMENT	19,000.00	00100 CONCRETE MIXER 00200 500 GALLON TRAILERABLE FUEL TANK WITH PUMP

Prepared: 7/1 , 14:15:54
Program: GM2172

City of Miami Springs
Budget Level Report

Page 8

Fiscal Year . . : 2006
Budget Level . . : BUDG
Description . . : DEPARTMENTAL INPUT

Account #	Description	Budget Amount	*----- Misc. Info -----*	
			Text	
1-5407-541-34-00	OTHER CONTRACTUAL SERVICE	10,000.00	00100	FIRST VEHICLE SERVICES
1-5407-541-41-02	CELLULAR TELEPHONE	250.00	00100	AS PER FINANCE
1-5407-541-45-10	FLEET MAINTENANCE	1,000.00	00100	FLEET CLEANINGS
1-5407-541-52-00	OPERATING SUPPLIES	16,819.00	00100	TRUCK MAINTENANCE WITH SOUTH FLORIDA TRUCKING
			00200	TRUCKPRO AND TRANSCOASTAL TRUCKING
1-5407-541-52-02	FUEL, OILS, LUBRICANTS	1,300.00	00100	FUEL AND OILS FOR SHOP
* Total Accounts for this Budget Level 108		2,429,941.00		

**CITY OF MIAMI SPRINGS
ASSET ACQUISITION REQUEST
FOR FY 2006-07 BUDGET YEAR**

(this form to be used for all projected machinery, equipment, vehicle and office/computer equipment)

Department: _____ Public Works Dept. - Building Mnt.

Description of equipment requested

Estimated Cost

Concrete mixer

\$ 4,000.00

500 Gal. Trailerable fuel tank w/ pump

\$ 15,000.00 ✓

\$ -

\$ -

\$ -

\$ -

Total budget request:

\$ 19,000.00

Detail any grant or additional funding sources for this project

Funding

\$ -

\$ -

\$ -

Total additional funding

\$ -

Reason why equipment is needed

* This mixer will allow us to reduce the time and cost of doing in house projects such as the monument slabs, bench slabs and sidewalk repairs after water repairs.

* This 500 gallon fuel tank will provide fuel to all the generators citywide.

Expected cost savings from this acquisition(if any)

Expected Savings

* This mixer will allow us to do in house projects instead of contracting them out.

* The fuel tank will eliminate the need to call for an outside company in the event outages from storms or hurricanes.

\$ -

Department Head Signature

City Manager Approval

**CITY OF MIAMI SPRINGS
CAPITAL IMPROVEMENT REQUEST
FOR FY 2006-07 BUDGET YEAR**

(this form to be used for all projected capital improvement projects eg: improvements to buildings, infrastructure projects for water & sewer, sanitation, stormwater, etc.)

Department: _____ Public Works Dept. - Building Mnt.

Description of capital improvement project(provide location of work & work to be performed)

Painting of City Hall	\$ 40,000.00
-----------------------	--------------

New roof on gymnasium	\$ 60,000.00
-----------------------	--------------

Total budget request:	<u><u>\$ 100,000.00</u></u>
------------------------------	-----------------------------

Detail any grant or additional funding sources for this project

Funding

	\$ -
--	------

	\$ -
--	------

	\$ -
--	------

Total funding sources:	<u><u>\$ -</u></u>
-------------------------------	--------------------

Reason why project is needed

City Hall is in need of painting.

Expected future operating costs from this project after completion , or savings(if any)

	\$ -
--	------

	\$ -
--	------

	\$ -
--	------

	\$ -
--	------

Totals	<u><u>\$ -</u></u>
---------------	--------------------

Department Head Signature

City Manager Approval

Parks and Recreation Department

Mission Statement

The City of Miami Springs Parks and Recreation Department will enrich the quality of life for the people of Miami Springs by providing significant recreational opportunities in exemplary parks and recreation environments.

Parks and Recreation - Administration

The Parks and Recreation Department is divided into four major program areas – Administration, Aquatics, Tennis and Parks Maintenance.

Administration is responsible for planning and scheduling of all of the recreational activities and facilities within the City of Miami Springs including athletics and special events. The Administration serves as a community resource for all of the sports and recreational activities in the City, including cooperative relationships with all local youth sports groups.

Goals

To provide opportunities for residents to improve their social, mental and physical well-being through participation in a variety of recreational activities.

Objectives

Conduct cooperative youth sports programs including the following sports: soccer, basketball, baseball, football (tackle) and flag football.

Provide additional "non-athletic" youth programs and increase participation in the Teen Program at the Recreation Center.

Promote regular Family Nights on the Circle providing various types of free entertainment.

Increase public relations through local newspapers, flyers, tri-fold publications, direct mailings and Channel 77

Have monthly meetings with outside local organizations that co-sponsor athletic programs through the recreation department.

2005-06 Accomplishments

Annual Christmas at the Gazebo 4 day event

Co-sponsored the Halloween event with the Police department, canceled due to Hurricanes

Held the Daddy/daughter Luau and Pool party, 87 in attendance.

Annual Easter Egg Hunt

Pitch, Hit and Run

Punt, Pass and Kick

NBA Two Ball

Parks and Recreation - Administration

2005-06 Accomplishments

Movie Under the Stars

Co-Ed Church Softball

Adult Volleyball

Exercise Equipment designed for seniors.

FY 2006-07 Budget Highlights

- Budget is \$20,797 or 2.5% lower than FY2005-06 amended budget. This is mainly due to the \$222,858 request for improvements in the prior year budget that is not part of the FY06-07 budget. If we back out the \$222,858, the remaining budget would be an increase of \$202,061 or almost 33%. This increase is due mainly to the following:
- Salaries include a 3.7% cost of living (COLA) increase for all general employees
- Based on the actuarial reports, the City's pension contribution for FY 06-07 increased to 6% of covered compared to 3.81% in FY 05-06.
- Health insurance costs are projected to increase by 14%.
- Workmen's compensation and liability insurances have increased by 30% and 21%, respectively.
- Budget includes an additional position for an Assistant Department Head.
- Referee/Officials fees are budgeted to increase by almost \$17,000 for FY 06-07.
- Budget includes \$9,400 in portable basketball goals, soccer goals, and nets for the soccer goals.

CITY OF MIAMI SPRINGS
RECREATION DEPARTMENT BUDGET
FISCAL YEAR ENDING 9/30/07

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2003-04 ACTUALS	FY2004-05 ACTUALS	FY2005-06 AMENDED BUDGET	YTD ACTUALS AS OF 6/30/06	YTD FY2005-06 PROJECTED	DEPT Budget Request
ADMINISTRATION							
001-5701-572.12-00	REGULAR SALARIES	156,521	148,320	160,288	131,467	175,289	250,189
001-5701-572.13-00	PART TIME YEAR ROUND	48,211	49,612	65,000	41,795	55,727	65,000
001-5701-572.14-00	OVERTIME	448	317	500	2,385	3,180	4,000
001-5701-572.16-00	SEASONAL EMPLOYEES	41,279	53,672	50,000	17,807	50,000	50,000
001-5701-572.21-00	FEDERAL PAYROLL TAXES	18,458	18,864	19,800	14,616	19,488	28,243
001-5701-572.22-01	GENERAL	2,209	3,882	6,107	4,730	6,307	13,259
001-5701-572.23-01	POS, EMPLOYEE ONLY	6,600	2,619	3,754	246	328	600
001-5701-572.23-02	POS, EMPLOYEE +1	3,835	4,895	5,227	5,883	7,844	12,269
001-5701-572.23-06	HMO, FAMILY	2,630	5,811	6,206	4,578	6,104	8,000
001-5701-572.23-07	LIFE/AD&D	799	784	1,211	609	812	1,441
001-5701-572.23-08	DENTAL - OHS - EMPLOYEE	215	128	671	90	120	364
001-5701-572.23-09	VSP - VISION - EMPLOYEE	81	52	314	37	49	342
001-5701-572.23-10	DENTAL- OHS - DUAL	159	161	-	119	159	300
001-5701-572.23-11	HMO, FAMILY	101	204	-	156	208	1,000
001-5701-572.23-12	HMO, FAMILY	138	182	-	141	188	1,000
	Total Medical Insurance	14,558	14,836	17,383	11,859	15,812	25,316
001-5701-572.24-00	WORKER'S COMPENSATION	7,729	1,812	2,083	1,707	2,276	1,883
001-5701-572.31-00	PROFESSIONAL SERVICES	-	190	1,500	701	935	1,500
001-5701-572.34-00	OTHER CONTRACTUAL SERVICE	47,501	34,256	38,398	24,782	33,043	50,000
001-5701-572.34-01	REFEREES/OFFICIALS	-	20,805	26,000	17,873	23,831	43,120
001-5701-572.34-02	PELICAN PLAYHOUSE COSTS	-	954	2,000	1,520	2,027	2,500
001-5701-572.40-00	TRAVEL AND PER DIEM	3,405	3,600	3,600	2,749	3,665	3,600
001-5701-572.41-01	TELEPHONE: BASE & LOCAL	15,615	3,187	6,070	2,118	2,824	2,808
001-5701-572.41-02	CELLULAR TELEPHONE	-	1,421	2,143	912	1,216	1,596
001-5701-572.41-03	POSTAGE	-	210	527	163	217	193
001-5701-572.41-06	INTERNET ACCESS	-	4,404	6,270	2,692	3,589	4,068
001-5701-572.43-01	ELECTRICITY	539	20,214	25,000	18,260	24,347	26,000
001-5701-572.43-02	WATER	5,271	5,169	9,349	8,859	11,812	12,000
001-5701-572.44-00	RENTALS AND LEASES	-	927	2,500	1,330	1,773	5,073
001-5701-572.45-10	FLEET MAINTENANCE	5,831	12,157	17,000	6,141	8,188	12,000
001-5701-572.45-30	RISK MANAGEMENT	23,464	22,824	27,187	20,394	27,192	45,738
001-5701-572.46-00	REPAIRS AND MAINTENANCE	9,163	13,531	10,000	4,665	6,220	10,000
001-5701-572.46-01	BUILDINGS	-	2,634	7,500	-	-	7,500
001-5701-572.47-00	PRINTING AND BINDING	144	50	1,500	-	-	1,000
001-5701-572.48-00	PROMOTIONS	5,399	7,807	8,000	7,438	9,917	20,000
001-5701-572.48-01	RECREATIONAL ACTIVITIES	10,519	9,251	10,000	6,067	8,089	10,000
001-5701-572.51-00	OFFICE SUPPLIES	-	1,630	2,053	857	1,143	2,500
001-5701-572.52-00	OPERATING SUPPLIES	36,572	37,872	45,145	29,770	39,693	40,000
001-5701-572.52-01	BASKETBALL UNIFORMS	-	4,891	5,000	4,683	6,244	5,000
001-5701-572.52-02	FUEL, OILS, LUBRICANTS	2,863	4,702	5,704	3,521	4,695	5,704
001-5701-572.52-03	UNIFORMS	-	1,031	1,800	1,074	1,432	2,000
001-5701-572.52-07	TIRES	-	-	-	173	231	-
001-5701-572.52-16	VENDING MACHINE	-	-	5,000	2,574	3,432	3,500
001-5701-572.54-00	DUES, MEMBERSHIPS, SUBS	490	510	800	360	480	1,000
001-5701-572.58-00	EDUCATION AND TRAINING	-	159	500	45	60	500
	PRINCIPAL PAYMENTS	-	-	-	-	-	37,102
	INTEREST EXPENSE	-	-	-	-	-	7,476
001-5701-572.63-00	IMPROVEMENTS O/T BLDG	-	4,152	222,858	1,000	222,858	-
001-5701-572.64-00	MACHINERY AND EQUIPMENT	-	33,380	17,000	5,285	17,000	9,400
	Total Administration	456,189	543,233	831,565	402,372	794,231	810,768

Prepared: 04/06, 9:03:08
Program: 04217L

City of Miami Springs
Budget Level Report

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Fiscal Year . . : 2006
Budget Level . . : BUDG
Description . . : DEPARTMENTAL INPUT

Account #	Description	Budget Amount	*----- Misc. Info -----*
			Text
1-5701-572-12-00	REGULAR SALARIES	250,189.00	
1-5701-572-13-00	PART TIME YEAR ROUND	65,000.00	
1-5701-572-14-00	OVERTIME	4,000.00	
1-5701-572-16-00	SEASONAL EMPLOYEES	50,000.00	
1-5701-572-21-00	FEDERAL PAYROLL TAXES	28,243.00	
1-5701-572-22-01	GENERAL	13,259.00	
1-5701-572-23-01	POS, EMPLOYEE ONLY	600.00	
1-5701-572-23-02	POS, EMPLOYEE +1	12,269.00	
1-5701-572-23-06	HMO, FAMILY	8,000.00	
1-5701-572-23-07	LIFE/AD&D	1,441.00	
1-5701-572-23-08	DENTAL - OHS - EMPLOYEE	364.00	
1-5701-572-23-09	VSP - VISION - EMPLOYEE	342.00	
1-5701-572-23-10	DENTAL- OHS - DUAL	300.00	
1-5701-572-23-11	HMO, FAMILY	1,000.00	
1-5701-572-23-12	HMO, FAMILY	1,000.00	
1-5701-572-24-00	WORKER'S COMPENSATION	1,883.00	
1-5701-572-31-00	PROFESSIONAL SERVICES	1,500.00	
1-5701-572-34-00	OTHER CONTRACTUAL SERVICE	50,000.00	00100 ADDITIONAL FUNDING OF \$15,000 FOR FUMIGATION 00200 OF ENTIRE RECREATION COMPLEX
1-5701-572-34-01	REFEREES/OFFICIALS	43,120.00	00100 THE SIGNIFICANT INCREASE IS DUE TO ADDITIONAL 00200 COST FOR REFEREES AND UMPIRES IE; SOCCER,BASEBALL, 00300 BASKETBALL, FOOTBALL
1-5701-572-34-02	PELICAN PLAYHOUSE COSTS	2,500.00	00100 NEEDED IN CASE OF REPAIR TO CITY OWED EQUIPMENT
1-5701-572-40-00	TRAVEL AND PER DIEM	3,600.00	00100 ATTEND MEETINGS, SEMINARS, TRAINING SESSIONS
1-5701-572-41-01	TELEPHONE: BASE & LOCAL	2,808.00	00100 STATE OF FLORIDA AND SPRINT
1-5701-572-41-02	CELLULAR TELEPHONE	1,596.00	00100 CELLULATR PHONE-DIRECTOR-ASSISTANTS
1-5701-572-41-03	POSTAGE	193.00	00100 PITNEY BOWES
1-5701-572-41-06	INTERNET ACCESS	4,068.00	00100 BELLSOUTH PRO CABS
1-5701-572-43-01	ELECTRICITY	26,000.00	00100 FPL
1-5701-572-43-02	WATER	12,000.00	00100 CITY WATER BILL
1-5701-572-44-00	RENTALS AND LEASES	5,073.00	00100 COPIER MACHINE, MISC EQUIPMENT RENTALS
1-5701-572-45-10	FLEET MAINTENANCE	12,000.00	00100 REPAIRS TO DEPT VEHICLES CHARGED BY PUBLIC WORKS
1-5701-572-45-30	RISK MANAGEMENT	45,738.00	
1-5701-572-46-00	REPAIRS AND MAINTENANCE	10,000.00	00100 MISC EQUIPMENT REPAIRS AS NEEDED
1-5701-572-46-01	BUILDINGS	7,500.00	00100 MISC BUILDING REPAIRS AS NEEDED
1-5701-572-47-00	PRINTING AND BINDING	1,000.00	00100 COVER COST OF ADDITIONAL PAPER AND COPING SUPPLIES 00200 FOR ADDITIONAL MARKETING

Prepared: 4/06, 9:03:08
Program: Gm217L

City of Miami Springs
Budget Level Report

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Fiscal Year . . : 2006
Budget Level . . : BUDG
Description . . : DEPARTMENTAL INPUT

Account #	Description	Budget Amount	*----- Misc. Info -----*
			Text
1-5701-572-48-00	PROMOTIONS	20,000.00	00100 THE DEPARTMENTS GOAL IS TO INCREASE FAMILY EVENTS 00200 SPECIAL HOLIDAY EVENTS 00300 IE: CHRISTMAS, EASTER, HALLOWEEN, DADDY/DAUGHTER 00400 MOTHER/SON, 4TH OF JULY
1-5701-572-48-01	RECREATIONAL ACTIVITIES	10,000.00	00100 THIS ACCOUNT IS FOR THE SUMMER PROGRAM SPECIAL 00200 EVENTS & FIELD TRIPS
1-5701-572-51-00	OFFICE SUPPLIES	2,500.00	00100 OFFICE DEPOT
1-5701-572-52-00	OPERATING SUPPLIES	40,000.00	00100 SUPPLIES FO AFTER SCHOOL CARE, HLIDAY AND SUMMER 00200 PROGRAMS, HOME DEPOT-SYSCO-VILLAGE HARDWARE
1-5701-572-52-01	BASKETBALL UNIFORMS	5,000.00	00100 UNIFORMS PURCHASED FOR BASKETBALL PROGRAM
1-5701-572-52-02	FUEL, OILS, LUBRICANTS	5,704.00	00100 FUEL FOR VEHICLES AND MAINTENACE EQUIPMENT
1-5701-572-52-03	UNIFORMS	2,000.00	00100 FULL TIME YEAR ROUND & PT STAFF SHIRTS
1-5701-572-52-16	VENDING MACHINES	3,500.00	00100 PURCHASE OF MERCHANDISE FOR VENDING MACHINES-THIS 00200 ACTIVITY GENERATES REVENUES TO THE CITY
1-5701-572-54-00	DUES, MEMBERSHIPS, SUBS	1,000.00	00100 FRPA AND NPRA MEMBERSHIPS FOR DIRECTOR
1-5701-572-58-00	EDUCATION AND TRAINING	500.00	00100 HTE AMD OTHER TRAINING
1-5701-572-64-00	MACHINERY AND EQUIPMENT	9,400.00	00100 PORTABLE BASKETBALL GOALS, SOCCER GOALS W/NETS
1-5701-572-71-00	PRINCIPAL PAYMENTS	37,102.00	00100 PRINCIPAL PAYMENT-NOTE FOR RESTROOMS
1-5701-572-72-00	INTEREST	7,476.00	00100 INTEREST ON NOTE FOR RESTROOMS

**CITY OF MIAMI SPRINGS
ASSET ACQUISITION REQUEST
FOR FY 2006-07 BUDGET YEAR**

(this form to be used for all projected machinery, equipment, vehicle and office/computer equipment)

Department: _____ Parks & Rec-Admin

Description of equipment requested

Estimated Cost

Portable Basketball goals 2 @ 4000

\$ 8,000.00

Small soccer goals

\$ 1,000.00

Nets for soccer goals

\$ 400.00

\$ -

\$ -

\$ -

\$ -

Total budget request:

\$ 9,400.00

Detail any grant or additional funding sources for this project

Funding

\$ -

None

\$ -

\$ -

Total additional funding

\$ -

Reason why equipment is needed

Expected cost savings from this acquisition(if any)

Expected Savings

None

\$ -

Department Head Signature

City Manager Approval

Recreation - Pool

The **Aquatics Division** operates and maintains the Miami Springs Municipal Pool, a 50-meter, 349,000-gallon pool staffed by American Red Cross certified lifeguards and instructors and supervised by a State-Licensed Swimming Pool Operator. The pool is open year-round, and serves as the home for the Miami Springs High School Swim and Water Polo Teams.

Goals

Increase pool usage by a minimum of 10% over 2005-06 attendance levels.

Improve part-time staff retention rate.

Objectives

Increase marketing efforts to Miami-Dade County high school swim teams for additional swim meets.

Offer additional family-oriented activities during "open swim" sessions.

Offer starting wages that are competitive with other area municipalities.

2005-06 Accomplishments

Hosted the National Certification for Hydro-Pilates Seminar

Hosted the Rip Tides Water Polo Camp

Junior Orange Bowl Sports Ability Games

Senior Water Aerobics Program

Installed Portable Aquatic Pal-Lift

FY 2006-07 Budget Highlights

- Budget is \$5,033 or 1.6% lower than FY2005-06 amended budget.
- Budget includes \$51,500 in equipment and improvements to the pool facility.

CITY OF MIAMI SPRINGS
RECREATION DEPARTMENT BUDGET
FISCAL YEAR ENDING 9/30/07

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT DESCRIPTION</u>	<u>FY2003-04</u>	<u>FY2004-05</u>	<u>FY2005-06</u>	<u>YTD</u>	<u>YTD</u>	<u>DEPT</u>
<u>POOL</u>		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>AMENDED</u>	<u>ACTUALS</u>	<u>FY2005-06</u>	<u>Budget</u>
				<u>BUDGET</u>	<u>AS OF 6/30/06</u>	<u>PROJECTED</u>	<u>Request</u>
001-5702-572.12-00	REGULAR SALARIES	32,165	35,710	37,086	37,202	49,603	39,545
001-5702-572.13-00	PART TIME YEAR ROUND	40,012	32,112	45,000	19,290	25,720	40,000
001-5702-572.16-00	SEASONAL EMPLOYEES	31,335	28,227	53,240	10,286	13,715	40,000
001-5702-572.21-00	FEDERAL PAYROLL TAXES	7,888	7,311	10,060	5,084	6,779	9,145
001-5702-572.22-01	GENERAL	437	839	1,413	1,012	1,349	2,373
						-	
001-5702-572.23-01	POS, EMPLOYEE ONLY	3,136	3,083	3,223	2,359	3,145	1,801
001-5702-572.23-07	LIFE/AD&D	167	179	214	140	187	228
001-5702-572.23-08	DENTAL - OHS - EMPLOYEE	120	128	123	90	120	62
001-5702-572.23-09	VSP - VISION - EMPLOYEE	49	52	50	37	49	25
	Total Medical Insurance	<u>3,472</u>	<u>3,442</u>	<u>3,610</u>	<u>2,626</u>	<u>3,501</u>	<u>2,116</u>
001-5702-572.24-00	WORKER'S COMPENSATION	4,547	290	913	746	995	924
001-5702-572.39-00	CONTINGENCY	-	-	2,000	-	-	-
001-5702-572.43-01	ELECTRICITY	29,148	21,243	32,480	16,373	21,831	26,813
001-5702-572.43-02	WATER	24,574	32,134	42,112	14,378	19,171	21,937
	TELEPHONE	5,566	-	-	-	-	-
001-5702-572.43-03	GAS(POOL)	-	18,119	22,500	20,743	27,657	25,000
001-5702-572.44-00	RENTALS AND LEASES	72	-	750	-	-	750
001-5702-572.45-30	RISK MANAGEMENT	9,314	1,572	3,234	2,421	3,228	3,750
001-5702-572.46-00	REPAIRS AND MAINTENANCE	10,114	6,969	7,500	4,838	6,451	10,000
001-5702-572.52-00	OPERATING SUPPLIES	14,679	4,537	6,000	2,575	3,433	6,000
001-5702-572.52-03	UNIFORMS	518	104	1,000	902	1,203	1,200
001-5702-572.52-06	CHEMICALS	18,982	15,918	25,188	13,233	17,644	20,000
001-5702-572.54-00	DUES, MEMBERSHIPS, SUBS	200	200	300	200	267	300
001-5702-572.58-00	EDUCATION AND TRAINING	-	-	300	-	-	300
001-5702-572.64-00	MACHINERY AND EQUIPMENT	-	8,531	12,000	2,000	12,000	51,500
	Total Pool	<u>233,023</u>	<u>217,258</u>	<u>306,686</u>	<u>153,909</u>	<u>214,545</u>	<u>301,653</u>

Prepared: 4/06, 9:03:08
Program: GP217L

City of Miami Springs
Budget Level Report

Page 33

Fiscal Year . . : 2006
Budget Level . . : BUDG
Description . . : DEPARTMENTAL INPUT

Account #	Description	Budget Amount	Text	Misc. Info
1-5702-572-12-00	REGULAR SALARIES	39,545.00		
1-5702-572-13-00	PART TIME YEAR ROUND	40,000.00		
1-5702-572-16-00	SEASONAL EMPLOYEES	40,000.00		
1-5702-572-21-00	FEDERAL PAYROLL TAXES	9,145.00		
1-5702-572-22-01	GENERAL	2,373.00		
1-5702-572-23-01	POS, EMPLOYEE ONLY	1,801.00		
1-5702-572-23-07	LIFE/AD&D	228.00		
1-5702-572-23-08	DENTAL - OHS - EMPLOYEE	62.00		
1-5702-572-23-09	VSP - VISION - EMPLOYEE	25.00		
1-5702-572-24-00	WORKER'S COMPENSATION	924.00		
1-5702-572-43-01	ELECTRICITY	26,813.00	00100 FPL	
1-5702-572-43-02	WATER	21,937.00	00100 CITY WATER-POOL	
1-5702-572-43-03	GAS (POOL)	25,000.00	00100 CITY GAS-TO HEAT POOL DURING WINTER MONTHS	
1-5702-572-44-00	RENTALS AND LEASES	750.00		
1-5702-572-45-30	RISK MANAGEMENT	3,750.00		
1-5702-572-46-00	REPAIRS AND MAINTENANCE	10,000.00	00100 REPAIRS TO POOL AND EQUIPMENT AS NEEDED	
1-5702-572-52-00	OPERATING SUPPLIES	6,000.00	00100 ADDITIONAL SHADE COVERS, LANE LINES, ICE MACHINE 00200 CONCESSION AREA SUPPLIES	
1-5702-572-52-03	UNIFORMS	1,200.00	00100 LIFEGUARD SHIRTS & SHORTS	
1-5702-572-52-06	CHEMICALS	20,000.00	00100 CHEMICALS TO TREAT POOL	
1-5702-572-54-00	DUES, MEMBERSHIPS, SUBS	300.00		
1-5702-572-58-00	EDUCATION AND TRAINING	300.00		
1-5702-572-64-00	MACHINERY AND EQUIPMENT	51,500.00	00100 STINGER POOL VACUMN, 00200 REFURBISH/CLEAN SAND FILTERS 00300 POOL COVER 00400 PRIME AND PAINT POOL DECK 00500 ICE MACHINE 00600 REPLACE LANE LINES	

(this form to be used for all projected machinery, equipment, vehicle and office/computer equipment)

Description of equipment requested

Detail any grant or additional funding sources for this project

Reason why equipment is needed

Expected cost savings from this acquisition(if any)

None	
	\$ -

City Manager Approval

Recreation - Tennis

The **Tennis Division** provides well-maintained tennis and racquetball courts that are available for all age levels and playing abilities. The five tennis courts and two racquetball courts are also lighted for nighttime play. The Division provides pro shop services, organizes and promotes a variety of clinics, lessons and tournaments and hosts the Miami Springs High School Tennis Team's home matches.

Goals

To maintain the Tennis facility with positive images for all residents of the City of Miami Springs.

To increase memberships and play by 10% from FY2005-06.

Objectives

To provide a variety of programs for adults and children on a social and competitive system.

Provide free instruction to summer program participants

Provide promotional information to local businesses and hotels. Promote youth and adult leagues.

2005-06 Accomplishments

Hosted the Miami Springs Middle and Senior High School tennis matches

FY 2006-07 Budget Highlights

- Budget is \$75,087 or 123% higher than FY2005-06 amended budget. This is mainly due to the following:
- Salaries include a 3.7% cost of living (COLA) increase for all general employees
- Based on the actuarial reports, the City's pension contribution for FY 06-07 increased to 6% of covered compared to 3.81% in FY 05-06.
- Health insurance costs are projected to increase by 14%.
- Workmen's compensation and liability insurances have increased by 30% and 21%, respectively.
- For FY 2006-07, 100% of the salary of the tennis coordinator is charged to the department. In prior years this salary was shared on a 50/50 basis with field maintenance.
- Budget includes \$41,550 in improvements and equipment for the tennis facility.

CITY OF MIAMI SPRINGS
RECREATION DEPARTMENT BUDGET
FISCAL YEAR ENDING 9/30/07

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2003-04 ACTUALS	FY2004-05 ACTUALS	FY2005-06 AMENDED BUDGET	YTD ACTUALS AS OF 6/30/06	YTD FY2005-06 PROJECTED	DEPT Budget Request
TENNIS							
001-5703-572.12-00	REGULAR SALARIES	-	23,355	24,356	19,695	26,260	51,685
001-5703-572.13-00	PART TIME YEAR ROUND	11,745	10,886	15,000	7,164	9,552	12,000
001-5703-572.14-00	OVERTIME	-	-	-	2,739	3,652	4,000
001-5703-572.21-00	FEDERAL PAYROLL TAXES	898	2,619	2,937	2,264	3,019	5,178
001-5703-572.22-01	GENERAL	-	549	928	678	904	3,101
001-5703-572.23-04	HMO, EMPLOYEE ONLY	163	1,534	805	1,180	1,573	3,685
001-5703-572.23-07	LIFE/AD&D	-	117	140	93	124	298
001-5703-572.23-08	DENTAL - OHS - EMPLOYEE	-	64	62	45	60	123
001-5703-572.23-09	VSP - VISION - EMPLOYEE	-	26	25	18	24	50
	Total Medical Insurance	163	1,741	1,032	1,336	1,781	4,156
001-5703-572.24-00	WORKER'S COMPENSATION	1,054	121	280	226	301	269
001-5703-572.43-01	ELECTRICITY	4,002	3,000	4,640	2,531	3,375	4,287
001-5703-572.43-02	WATER	108	117	650	79	105	110
	TELEPHONE	1,271	-	-	-	-	-
001-5703-572.45-30	RISK MANAGEMENT	4,657	324	990	747	996	1,091
	OPERATING SUPPLIES	2,914	-	-	-	-	2,500
001-5703-572.46-00	REPAIRS AND MAINTENANCE	4,223	84	5,385	207	276	6,000
001-5702-572.64-00	MACHINERY AND EQUIPMENT	-	-	-	-	-	6,550
001-5703-572.63-00	IMPROVEMENTS O/T BUILDINGS	-	-	4,642	-	-	35,000
	Total Tennis	31,035	42,796	60,840	37,666	50,221	135,927

Prepared: 4/06, 9:03:08
Program: GRZ17L

City of Miami Springs
Budget Level Report

Page 34

Fiscal Year . . : 2006
Budget Level . . : BUDG
Description . . : DEPARTMENTAL INPUT

Account #	Description	Budget Amount	*----- Misc. Info -----*	
			Text	
1-5703-572-12-00	REGULAR SALARIES	51,685.00		
1-5703-572-13-00	PART TIME YEAR ROUND	12,000.00		
1-5703-572-14-00	OVERTIME	4,000.00		
1-5703-572-21-00	FEDERAL PAYROLL TAXES	5,178.00		
1-5703-572-22-01	GENERAL	3,101.00		
1-5703-572-23-04	HMO, EMPLOYEE ONLY	3,685.00		
1-5703-572-23-07	LIFE/AD&D	298.00		
1-5703-572-23-08	DENTAL - OHS - EMPLOYEE	123.00		
1-5703-572-23-09	VSP - VISION - EMPLOYEE	50.00		
1-5703-572-24-00	WORKER'S COMPENSATION	269.00		
1-5703-572-43-01	ELECTRICITY	4,287.00	00100	FPL
1-5703-572-43-02	WATER	110.00	00100	CITY WATER BILL
1-5703-572-45-30	RISK MANAGEMENT	1,091.00		
1-5703-572-46-00	REPAIRS AND MAINTENANCE	6,000.00	00100	REPAIRS TO TENNIS COURTS AS NEEDED
1-5703-572-52-00	OPERATING SUPPLIES	2,500.00	00100	SUPPLIES FOR MERCHANDISE SALES AS NEEDED
1-5703-572-63-00	IMPROVEMENTS O/T BUILDING	35,000.00	00100	RESURFACE 5 TENNIS COURTS
1-5703-572-64-00	MACHINERY AND EQUIPMENT	6,550.00	00100	5 NEW NETS
			00200	SHADE AND BENCHES BETWEEN COURT
			00300	WINDSCREENS FOR COURTS

**CITY OF MIAMI SPRINGS
ASSET ACQUISITION REQUEST
FOR FY 2006-07 BUDGET YEAR**

(this form to be used for all projected machinery, equipment, vehicle and office/computer equipment)

Department: _____ Parks & Rec-Tennis

<u>Description of equipment requested</u>	<u>Estimated Cost</u>
5 new nets	\$ 750.00
Shade between courts-cement mounted	\$ 3,800.00
Wind screens for tennis courts	\$ 2,000.00
	\$ -
	\$ -
	\$ -
	\$ -
Total budget request:	<u>\$ 6,550.00</u>

<u>Detail any grant or additional funding sources for this project</u>	<u>Funding</u>
	\$ -
None	\$ -
	\$ -
Total additional funding	<u>\$ -</u>

Reason why equipment is needed

Replace aging equipment

Expected cost savings from this acquisition(if any)

	<u>Expected Savings</u>
None	
	\$ -

Department Head Signature

City Manager Approval

**CITY OF MIAMI SPRINGS
CAPITAL IMPROVEMENT REQUEST
FOR FY 2006-07 BUDGET YEAR**

(this form to be used for all projected capital improvement projects eg: improvements to buildings, infrastructure projects for water & sewer, sanitation, stormwater, etc.)

Department: _____ Recreation=-Tennis

**Description of capital improvement project(provide location of work
& work to be performed)**

Resurface tennis courts	\$ 35,000.00
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Total budget request:	\$ 35,000.00
-----------------------	--------------

Detail any grant or additional funding sources for this project

Funding

_____	\$ -
NONE	\$ -
_____	\$ -
_____	\$ -
Total funding sources:	\$ -

Reason why project is needed

Tennis courts are in need of resurfacing, this was budgeted for 2005-06 but
work was never done.

Expected future operating costs from this project after completion , or savings(if any)

_____	\$ -
_____	\$ -
_____	\$ -
_____	\$ -
Totals	\$ -

Department Head Signature

City Manager Approval

Recreation – Parks Maintenance

The **Parks Maintenance Division** provides for the overall maintenance of the parks and ball fields. This includes ball field preparation, park clean-up, etc.

Goals

To improve the playability of the athletic fields at Prince Field, Stafford Park and Dove Avenue Park.

Objectives

Aerate fields a minimum of 2 times annually

Establish a proper maintenance schedule to improve field conditions

Provide training to maintenance staff in order to improve maintenance skills

2005-06 Accomplishments

- Installed new shade cover for Community Tot Lot at Prince.
- Installed additional bleachers with concrete slabs.

FY 2006-07 Budget Highlights

- Budget is \$43,138 or 32.7% higher than the FY2005-06 amended budget. This is mainly due to the following:
 - Salaries include a 3.7% cost of living (COLA) increase for all general employees
 - Based on the actuarial reports, the City's pension contribution for FY 06-07 increased to 6% of covered compared to 3.81% in FY 05-06.
 - Health insurance costs are projected to increase by 14%.
 - Workmen's compensation and liability insurances have increased by 30% and 21%, respectively.
 - Budget includes \$60,000 in equipment and improvements to the fields.

CITY OF MIAMI SPRINGS
RECREATION DEPARTMENT BUDGET
FISCAL YEAR ENDING 9/30/07

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT DESCRIPTION</u>	<u>FY2003-04</u>	<u>FY2004-05</u>	<u>FY2005-06</u>	<u>YTD</u>	<u>YTD</u>	<u>DEPT</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>AMENDED</u>	<u>ACTUALS</u>	<u>FY2005-06</u>	<u>Budget</u>
				<u>BUDGET</u>	<u>AS OF 6/30/06</u>	<u>PROJECTED</u>	<u>Request</u>
FIELD MAINTENANCE							
001-5705-572.12-00	REGULAR SALARIES	79,452	78,210	57,839	30,163	40,217	39,312
	PART TIME	7,899	-	-	2,025	2,700	9,600
001-5705-572.14-00	OVERTIME	-	31	-	2,988	3,984	-
001-5705-572.21-00	FEDERAL PAYROLL TAXES	6,472	5,986	3,507	2,691	3,588	3,152
001-5705-572.22-01	GENERAL	1,088	1,764	1,746	1,149	1,532	2,359
						-	
001-5705-572.23-04	HMO, EMPLOYEE ONLY	7,725	6,940	4,028	3,042	4,056	7,369
001-5705-572.23-07	LIFE/AD&D	410	392	264	157	209	226
001-5705-572.23-08	DENTAL - OHS - EMPLOYEE	189	177	185	45	60	66
001-5705-572.23-09	VSP - VISION - EMPLOYEE	76	115	76	48	64	101
001-5705-572.23-10	DENTAL- OHS - DUAL	-	131	-	93	124	180
	Total Medical insurance	<u>8,400</u>	<u>7,755</u>	<u>4,553</u>	<u>3,385</u>	<u>4,513</u>	<u>7,942</u>
001-5705-572.24-00	WORKER'S COMPENSATION	3,248	717	593	481	641	-
001-5705-572.34-00	CONTRACTUAL SERVICES	-	-	-	9,000	12,000	4,000
001-5705-572.44-00	RENTALS AND LEASES	-	-	500	-	-	2,000
001-5705-572.45-30	RISK MANAGEMENT	13,672	1,896	2,100	1,575	2,100	-
	FUELS, OILS, LUBRICANTS	332	-	-	-	-	5,200
	TELEPHONE	1,524	-	-	-	-	-
001-5705-572.46-00	REPAIRS AND MAINTENANCE	11,842	15,176	20,500	15,977	21,303	4,800
001-5705-572.52-00	OPERATING SUPPLIES-Rec	17,782	19,201	15,638	7,105	15,638	31,000
001-5705-572.52-01	OPERATING SUPPLIES-Fields	-	-	-	-	-	5,000
001-5705-572.54-00	DUES, MEMBERSHIPS, SUBS	175	190	300	60	80	250
001-5705-572.58-00	EDUCATION AND TRAINING	175	80	300	125	167	500
001-5705-572.63-00	IMPROVEMENTS O/T BLDGS	-	-	-	-	-	25,000
001-5705-572.64-00	MACHINERY AND EQUIPMENT	6,411	3,670	24,400	15,400	24,400	35,000
	Total Bldg Maintenance	<u>158,472</u>	<u>134,676</u>	<u>131,976</u>	<u>92,124</u>	<u>132,863</u>	<u>175,114</u>
	Total recreation	<u>878,719</u>	<u>937,963</u>	<u>1,331,067</u>	<u>686,071</u>	<u>1,191,861</u>	<u>1,423,462</u>

Prepared: 8/01 11:36:28
Program: GM217L

City of Miami Springs
Budget Level Report

Page 2

Fiscal Year . . : 2006
Budget Level . . : BUDG
Description . . : DEPARTMENTAL INPUT

Account #	Description	Budget Amount	Text	Misc. Info
1-5705-572-12-00	REGULAR SALARIES	39,312.00		
1-5705-572-13-00	PART TIME YEAR ROUND	9,600.00		
1-5705-572-21-00	FEDERAL PAYROLL TAXES	3,152.00		
1-5705-572-22-01	GENERAL	2,359.00		
1-5705-572-23-04	HMO, EMPLOYEE ONLY	7,369.00		
1-5705-572-23-07	LIFE/AD&D	226.00		
1-5705-572-23-08	DENTAL - OHS - EMPLOYEE	66.00		
1-5705-572-23-09	VSP - VISION - EMPLOYEE	101.00		
1-5705-572-23-10	DENTAL- OHS - DUAL	180.00		
1-5705-572-34-00	OTHER CONTRACTUAL SERVICE	4,000.00	00100 AERATE FIELDS TWICE A YEAR	
1-5705-572-44-00	RENTALS AND LEASES	2,000.00	00100 RENTAL OF FIELD EQUIPMENT AS NEEDED	
1-5705-572-46-00	REPAIRS AND MAINTENANCE	4,800.00	00100 EQUIPMENT AND FIELD REPAIRS AS NEEDED	
1-5705-572-52-00	OPERATING SUPPLIES	31,000.00	00100 SUPPLIES AND CHEMICALS TO MAINTAIN FIELDS 00200 MAINTAIN DOG PARK	
1-5705-572-52-02	FUEL, OILS, LUBRICANTS	5,200.00		
1-5705-572-52-19	FIELD SUPPLIES-RECREATION	5,000.00	00100 RECREATION DEPT PAINT SUPPLIES FOR FIELDS	
1-5705-572-54-00	DUES, MEMBERSHIPS, SUBS	250.00		
1-5705-572-58-00	EDUCATION AND TRAINING	500.00		
1-5705-572-63-00	IMPROVEMENTS O/T BUILDING	25,000.00	00100 FENCING OF PRINCE AND DOVE FIELDS	
1-5705-572-64-00	MACHINERY AND EQUIPMENT	35,000.00	00100 TORO CULTIVATOR 00200 TORO ROUGH UNIT	
* Total Accounts for this Budget Level		19	175,115.00	

**CITY OF MIAMI SPRINGS
ASSET ACQUISITION REQUEST
FOR FY 2006-07 BUDGET YEAR**

(this form to be used for all projected machinery, equipment, vehicle and office/computer equipment)

Department: _____ Parks & Rec-Field maintenance

Description of equipment requested

Estimated Cost

Toro Sportsfield Cultivator w/attachments

\$ 10,000.00

Toro Rough Unit Groundsmaster 2500-D

\$ 25,000.00

\$ -

\$ -

\$ -

Total budget request:

\$ 35,000.00

Detail any grant or additional funding sources for this project

Funding

\$ -

None

\$ -

\$ -

Total additional funding

\$ -

Reason why equipment is needed

Improve the appearance and conditions of the various ball fields city-wide

Expected cost savings from this acquisition(if any)

Expected Savings

None

\$ -

Department Head Signature

City Manager Approval

**CITY OF MIAMI SPRINGS
CAPITAL IMPROVEMENT REQUEST
FOR FY 2006-07 BUDGET YEAR**

(this form to be used for all projected capital improvement projects eg: improvements to buildings, infrastructure projects for water & sewer, sanitation, stormwater, etc.)

Department: _____ Recreation-Admin

Description of capital improvement project(provide location of work & work to be performed)

Fencing in two ball fields	\$ 25,000.00
----------------------------	--------------

Prince and Dove Field

Pest control fumigation -recreation building

Total budget request:	<u><u>\$ 25,000.00</u></u>
------------------------------	----------------------------

Detail any grant or additional funding sources for this project

Funding

\$ -

NONE

\$ -

\$ -

Total funding sources:

\$ -

Reason why project is needed

replace fencing in two ballfields that are in poor shape

Expected future operating costs from this project after completion , or savings(if any)

\$ -

None

\$ -

\$ -

\$ -

Totals

\$ -

Department Head Signature

City Manager Approval

**CITY OF MIAMI SPRINGS RECREATION DEPARTMENT
BUDGETED REVENUE FY 06-07**

	<u>Actual FY04</u>	<u>Actual FY05</u>	<u>Actual YTD 06 as of 5/31/2006</u>	<u>FY06-07 Budget</u>
001.0000-347.20-01 PARKS AND RECREATION / PROGRAM ACTIVITY FEES	26,737	30,888	10,816	32,000
001.0000-347.20-02 PARKS AND RECREATION / FULL DAY DAY CARE	75,001	75,100	19,566	70,000
001.0000-347.20-04 PARKS AND RECREATION / SWIMMING POOL ADMISSION	38,099	41,828	13,085	45,000
001.0000-347.20-05 PARKS AND RECREATION / TENNIS FEES	3,293	2,469	1,650	3,000
001.0000-347.20-06 PARKS AND RECREATION / VENDING MACHINES	3,123	2,205	2,014	6,000
001.0000-347.20-10 PARKS AND RECREATION / FIREWORKS - VA GDNS	3,880	-	3,426	3,000
001.0000-347.20-11 PARKS AND RECREATION / TENNIS LESSONS	2,850	3,110	1,289	3,100
001.0000-347.20-12 PARKS AND RECREATION / TENNIS MERCHANDISE	289	32	123	150
001.0000-347.20-13 PARKS AND RECREATION / TENNIS MEMBERSHIPS	1,840	1,225	1,133	1,500
001.0000-347.20-20 PARKS AND RECREATION / WATER POLO	-	55	600	3,000
001-0000-347-20-28 Ceramics	-	449	255	500
001-0000-347-20-25 Swim Meet Fees	-	1,817	650	1,200
001-0000-347-20-27 Jazzercise	-	3,150	1,750	4,200
001.0000-347.20-21 PARKS AND RECREATION / BASKETBALL FEES	4,707	3,930	10,072	10,000
	<u>159,820</u>	<u>166,258</u>	<u>66,429</u>	<u>182,650</u>